



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, June 6, 2017
6:00 P.M.
City Hall Council Chambers – 325 Farr Drive

Agenda

1. **Call to Order**

2. **Roll Call**

3. **Review of Revisions or Deletions to Agenda**

4. **Approval of Agenda**

Draft Motion

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

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

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

Draft Motion

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

- a) Regular Meeting of Council – May 16, 2017
- b) Special Meeting of Council – May 30, 2017

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

8. **Question and Answer Period**

9. **Presentations / Delegations**

- a) Carman Kidd, Mayor – City of Temiskaming Shores

Re: Presentation – Bicycle Friendly Community Award - STATO

- b) Réjeanne Masse, Chair – Village Noel

Re: Presentation – 2016 Village Noel Report

10. **Communications**

- a) Kim Allen, Volunteer – Community Volunteer Income Tax Program

Re: Thank You Letter – Use of municipal facilities

Reference: Received for Information

- b) Jessica Schmidt, Policy Advisor – Association of Municipalities Ontario

Re: Proposed Changes to Land Use Planning and Appeal System

Reference: Received for Information – Forward to Municipal Planner

- c) Jean-Claude Carriere, Community Project Officer – ACFO Témiskaming

Re: Invitation – Building Ties Temiskaming meeting – June 8, 2017
Riverside Place

Reference: Received for Information

- d) Jamie Allen, Clerk – Town of Latchford
Re: Request for Support – Reinstatement of one-third tax free exemption petition to Federal Government
Reference: Received for Information

- e) Kelly Black, Social Housing Manager
Re: Ontario Renovates Component – Financial assistance for low to moderate income homeowners
Reference: Application forms available at City Hall

- f) Candy K. Beauvais, Clerk-Treasurer – Municipality of Killarney
Re: Request for Support – Proposed amendment to Section 380 (8) and (9) of Municipal Act would see out-of-Court payments revert back to the Crown
Reference: Received for information

- g) Betty Smallwood, Program Manager – Timiskaming Elder Abuse Task Force
Re: Request for Support – Proclamation of June 15, 2017 as World Elder Abuse Awareness Day
Reference: Motion to be present under New Business

- h) Lise Gauvreau, Human Resources Executive Assistant – District of Timiskaming Social Services Administration Board (DTSSAB)
Re: DTSSAB Governance and Accountability Review
Reference: Received for information

- i) Lorna Desmarais, Vice President – Tri Town Ski and Snowboard Village

Re: Request for Sponsorship – Frog’s Breath Application – Funding for Chalet renovations

Reference: Motion to be presented under New Business

Draft Motion

Be it resolved that City Council agrees to deal with Communication Items 10. a) to 10. i) 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 Timiskaming Board of Health meeting held on March 22, 2017;
- b) First Quarter Report from the Timiskaming Board of Health;
- c) Minutes of the Temiskaming Shores Public Library Board meeting held on April 19, 2017;
- d) Minutes of the Temiskaming Shores Committee of Adjustment meeting held on April 26, 2017; and
- e) April 2017 Activity Report for the Earleton-Timiskaming Regional Airport.

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 April 20, 2017; and
- b) Minutes of the Protection of Persons and Property Committee meeting held on April 21, 2017.

13. Reports by Members of Council**14. Notice of Motions****15. New Business****a) Approval of Council meeting Schedule – July 2017 to January 2018***Draft Motion*

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

Now therefore be it resolved that Council for the City of Temiskaming Shores does hereby confirm the following schedule of meetings for the months of July 2017 to December 2017:

Tuesday, July 11, 2017	Regular Meeting (2 nd Tuesday)
Tuesday, August 8, 2017	Regular Meeting (2 nd Tuesday)
Tuesday, September 5, 2017	Regular Meeting
Tuesday, September 19, 2017	Regular Meeting
Tuesday, October 3, 2017	Regular Meeting
Tuesday, October 17, 2017	Regular Meeting
Tuesday, November 7, 2017	Regular Meeting
Tuesday, November 21, 2017	Regular Meeting
Tuesday, December 5, 2017	Regular Meeting
Tuesday, December 19, 2017	Regular Meeting

b) Proclamation – World Elder Abuse Awareness Day 2017*Draft Motion*

Whereas in 2006, the International Network for the Prevention of Elder abuse, in support of the United Nations International Plan of Action,

proclaimed a day to recognize the significance of elder abuse as a public health and human rights issue; and

Whereas 2017 marks the 12^h Annual World Elder Abuse Awareness Day which recognizes and promotes a better understanding of abuse and neglect of older adults as activities are organized around the world; and

Whereas it is imperative that community members are made aware that elder abuse happens and educate them to see older adults as positive contributors to the community; and

Whereas older adults need to be aware of their rights, as well as resources available to them; and

Whereas ageism is a major cause of elder abuse (where there is respect there can be no abuse) therefore, society is urged to Stop Abuse and Restore Respect.

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby proclaims June 15, 2017 as **“World Elder Abuse Awareness Day”** and Council urges all citizens to recognize the concerns of older adults and their ongoing contributions to the success and vitality of the City of Temiskaming Shores.

c) Memo No. 017-2017-CS – Charitable Sponsorship – Tri-Town Ski and Snowboard Village

Draft Motion

Whereas the Tri-Town Ski and Snowboard Village (TTSSV) has applied for funding to the Frog’s Breath Foundation in the amount \$80,000 (\$40,000 in 2017 and \$40,000 in 2018) to assist with renovations to the Chalet; and

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

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Tri-Town Ski and Snowboard Village funding application to the Frog’s Breath Foundation.

d) Administrative Report No. CS-027-2017 – Peters Road Municipal Drain – By-law No. 2017-016 (3rd Reading)

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-027-2017; and

That Council agrees to provide third and final reading to By-law No. 2017-016 being a by-law to provide for a drainage works in the City of Temiskaming Shores in the District of Timiskaming known locally as the Peters Road Municipal Drain at the June 6, 2017 Regular Council meeting; and

That Council directs K. Smart Associates to prepare and release the necessary Tender Documents for the drainage works as detailed in By-law No. 2017-016.

e) Administrative Report No. CS-028-2017 – Appointment of Fence Viewers – Amendment to By-law NO. 2005-122

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-028-2017;

That Council directs staff to prepare the necessary by-law to amend By-law No. 2005-122 being a by-law to establish a Service Delivery Program under the Line Fences Act and appoint fence viewers for consideration at the June 6, 2017 Regular Council meeting.

f) Memo No. 004-2017-PPP – Animal Control and Pound Services – Release of Request for Proposal

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 004-2017-PPP; and

That Council directs staff to release the Request for Proposal (PPP-RFP-002-2017) for Animal Control and Pound Services.

g) Administrative Report No. PW-010-01-2017 – Tender Award – STATO Trail Extension (Highway 65 East / Grant Drive)

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-010-01-2017 particularly Appendix 02 being the Results of the Tender Opening and Appendix 03 being the original Administrative Report No. PW-010-2017;

That as per Request For Tender, RS-RFT-001-2017, Section 9, *Cancellation of Contract*, Council wishes to exercise its right to discontinue this Tender process and not move forward with the awarding of this contract;

That Council directs Staff to re-issue a Request for Proposal that also includes the additional work to be completed on the STATO Trail, on Laurette Street from Crystal Crescent to Dymond Recreation Park (Ball Fields), to complete this portion of the Trail into the Dymond area; and

That an Administrative Report and the necessary by-law and agreement for the completion of the said works be presented for Council's consideration at the July 11, 2017 Regular Council Meeting.

h) Administrative Report No. PW-018-2017 – Dixon Street Watermain Replacement – Budget Reallocation

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-018-2017; and

That Council approves the reallocation of \$ 55,000 within the 2017 Environmental Capital Budget for the necessary lowering and replacement of approximately 53 lineal meters of water main on Dixon Street and directs staff to prepare the necessary Purchase Order issued to *Pedersen Construction Inc.* to complete the work.

i) Memo No. 006-2017-RS – Receipt of Funding – Ontario Sport & Recreation Communities Fund

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 006-2017-RS; and

That Council further acknowledges receipt of funding from the Ministry of Tourism, Culture and Sport in the amount of \$94,860 for the position of a *Get Active Programmer* for older adults for a two year term.

j) Administrative Report No. RS-005-2017 – Proposed Rotary Splash Pad Project

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. RS-005-2017;

That Council approves in principle the planning and development of a Splash Pad in partnership with the Temiskaming Shores and Area Rotary Club;

That Council direct staff to develop a Strategic Alliance Agreement with the Temiskaming Shores and Area Rotary Club for consideration at the June 20, 2017 Regular Council meeting; and

That Council directs staff to include the project for consideration in the 2018 Capital Budget Program.

k) Administrative Report No. RS-006-2017 – New Liskeard Lion’s Club – Wabi River Kayak Challenge

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. RS-006-2017;

That Council endorses in principal the requests from the New Liskeard Lion’s Club in relation to the proposed Wabi River Kayak Challenge scheduled for August 18 and 19, 2017; and

That Council acknowledges the comments from staff in regards to the requests and hereby appoints the Director of Recreation as liaison between the City of Temiskaming Shores and the New Liskeard Lion’s Club specific to this event for the purpose of ensuring the interests of the municipality are complied with.

l) Memo No. 004-2017-CGP – Request for Deeming By-law for 142 Haliburton Avenue East

Draft Motion

Whereas Denis Menard, owner of 142 Haliburton Avenue East would like to merge Lots on title through the adoption of a deeming by-law in compliance with the Planning Act in order to create one property with one Roll number; and

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

Now therefore be it resolved that Council for the City of Temiskaming Shores hereby directs staff to prepare the necessary by-law to deem part of Lot 15, Lots 16, 17 and part of Lot 18 on Plan M-24 NB, Parcel 8065 SST to no longer be Lots on a Plan of Subdivision; and

Further that Council hereby directs staff to prepare the necessary deeming by-law for consideration at the June 6, 2017 Regular Council meeting.

m) Administrative Report No. CS-029-2017 – Summer Concession Operations – Haileybury Beach

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-029-2017; and

That Council directs staff to prepare the necessary by-law to enter into a three (3) year agreement with Rick's Magic Touch Catering Services for the operation of the Haileybury Beach Concession for consideration at the June 6, 2017 Regular Council meeting.

n) City of Temiskaming Shores – January to May 2017 Year-to-date Capital Financial Report

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of the January-May 2017 Year-to-Date Capital Financial Report for information purposes.

16. By-laws

Draft Motion

Be it resolved that:

By-law No. 2017-083 Being a by-law to enter into an Occupation of Land Agreement with 1886216 Ontario Ltd. to permit the use of the laneway adjacent to the Café Meteor Bistro restaurant

By-law No. 2017-084 Being a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed as not a registered plan of subdivision 142 Haliburton Avenue East – Roll No. 54-18-010-002-135.00

By-law No. 2017-085 Being a by-law to amend By-law No. 2005-122 (Line Fences) in order to appoint an Alternate Fence Viewers for the City of Temiskaming Shores

By-law No. 2017-086 Being a by-law to enter into a three (3) year agreement with Rick's Magic Touch for the operation of the Haileybury Beach Concession

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that:

By-law No. 2017-016 Being a by-law to provide for a drainage works in the City of Temiskaming Shores in the District of Timiskaming known locally as the Peters Road Municipal Drain

By-law No. 2017-083;
By-law No. 2017-084;
By-law No. 2017-085; and
By-law No. 2017-086;

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

17. Schedule of Council Meetings

- a) Regular – Tuesday, June 20, 2017 at 6:00 p.m.
- b) Regular – Tuesday, July 11, 2017 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. 2017-087 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Special Meeting held on **May 30, 2017** and its Regular Meeting held on **June 6, 2017** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2017-087 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.



The Corporation of the City of Temiskaming Shores
Regular Meeting of Council
Tuesday, May 16, 2017
6:00 P.M.
City Hall Council Chambers – 325 Farr Drive

Minutes

1. Call to Order

The meeting was called to order by Mayor Carman Kidd at 6:04 p.m.

2. Roll Call

Council: Mayor Carman Kidd; Councillors Jesse Foley (6:08 p.m.), Patricia Hewitt, Jeff Laferriere, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Laura-Lee MacLeod, Treasurer
Tammie Caldwell, Director of Recreation
Kelly Conlin, Director of Corporate Services (A)
Tim Uttley, Fire Chief
James Franks, Economic Development Officer

Regrets:

Media: Bill Buchberger, CJTT 104.5
Diane Johnston, Temiskaming Speaker

Members of the Public Present: 12

3. Review of Revisions or Deletions to Agenda

Additions:

Under Item 9 – Presentations / Delegations add:

b) 2016 Consolidated Audited Financial Statement

Re: Presentation by Steve Acland, CA – Municipal Auditor – Kemp, Elliott & Blair LLP and Laura-Lee MacLeod, Treasurer

Revisions:

Under Item 10 – Correspondence

Move item 10 f) letter from New Liskeard Lion's Club (Wabi River Kayak Challenge under **Item 9 – Presentations / Delegations:**

e) Wabi River Kayak Challenge

Re: Presentation by Bill Brookfield & Alf O'Reilly – New Liskeard Lion's Club

4. Approval of Agenda

Resolution No. 2017-202

Moved by: Councillor Laferriere

Seconded by: Councillor McArthur

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. Review and adoption of Council Minutes

Resolution No. 2017-203

Moved by: Councillor Hewitt

Seconded by: Councillor Whalen

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

- a) Regular Meeting of Council – May 2, 2017

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) 2016 Consolidated Audited Financial Statement

Re: Presentation by Steve Acland, CA – Municipal Auditor – Kemp, Elliott & Blair LLP and Laura Lee MacLeod, Treasurer

Municipal Auditor, Steve Acland read the letter contained in the Independent Auditors Report outlining the responsibilities of Management and Council for the Financial Statements and the Auditor’s Responsibilities.

Mr. Acland indicated that in the opinion of the auditor, the consolidated statements present fairly, in all material respects, the financial position of the Corporation of the City of Temiskaming Shores as at December 31st, 2016, and its operations, change in net financial assets (net debt) and cash flow for the year then ended in accordance with Canadian public sector accounting standards.

Treasurer, Laura-Lee highlighted the Consolidated Statement of Financial Position (Page 3) of the report with Council indicating that the City has financial assets of \$12.7 million, liabilities of \$14.6 million.

Municipal debt has an overall increase of about \$479 K from 2015; however tangible capital assets have increased by \$4.6 million; incurred a small amount of debt, but have increased infrastructure and capital assets significantly.

The Net Financial Assets (Net Debt) reflects the operating deficient or surplus and we are currently in a debt position of \$1.9 million; however in 2015 the debt position was \$2.6 million, thus you see a positive change of about \$658 K from 2015.

The Accumulated Surplus shows a surplus of \$69.9 million which is derived by taking your Net Financial Asset position and adding all your Non-Financial Assets. Thus overall increase in accumulated surplus of \$5.3 million from 2015.

Mayor Kidd thanked Steve and Laura for the presentation.

Resolution No. 2017-204

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt and approves the 2016 Consolidated Financial Statements for the City of Temiskaming Shores as prepared by the firm of Kemp, Elliott and Blair L.L.P. – Chartered Accountants; and

That Council directs the Treasurer to provide public notice that a copy of the 2016 Consolidated Financial Statements are available at City Hall and on the City's website in accordance with Section 295 of the Municipal Act 2001.

Carried

b) Graham Gambles, President – Rock Walk Park

Re: UNESCO Geopark Opportunity

Graham Gambles, utilizing powerpoint, spoke in regards to Global Geoparks and in particular the possibility of the Timiskaming Region becoming a Unesco Geopark. St. John's New Brunswick and Tumbler Ridge in British Columbia currently have an established Unesco Geopark.

There are over 120 Geoparks around the world; however very few established in North America and are common to Asia and Europe. There are currently 11 locations in Canada aspiring to become parks in addition to the two existing parks. The Timiskaming Rift Valley is one of these aspiring to become a GeoPark. The Rockwalk Park Committee has determined that they have to look beyond their own people in order achieve the designation as a Unesco Geopark. They are looking for partnerships from municipalities on both sides of the border (Quebec and Ontario) to become founding members.

Graham indicated that it has to be recognized that this is a tourism project and that the Timiskaming District as a whole is the lowest of the low when it comes to

economic returns from tourism; however Timiskaming has the greatest tourism potential in Northern Ontario. There is a need to start developing a program that will allow us to be seen on the national and international scene and that the Unesco brand is one that can do it.

Unesco has 1,052 World Heritage Sites, 669 Biosphere Reserves and 120 Global Geoparks (2 in Canada). Unesco has to be looked at as a franchise and determine if it is worthwhile being part of the larger Unesco Brand or should we continue to develop our own brand.

Graham outlined that last May an application was made to the National Committee (Unesco) and they were granted Aspiring GeoPark status providing a six (6) year window to put the entire package together. Significant works has been done to date including defining the limits of the park, and are now down to five (5) years and there are items that have to be completed; the primary one is the establishment of a Board of Founding members. Tomorrow evening a presentation will be held in Quebec for 30 some Mayors and it is necessary to obtain one founding member from Quebec, one founding member from Ontario and one founding member from the First Nations Meti. The Board is not limited to 3 and up to 12 is desired, but a minimum of 3 is required.

Once a Board is established a Promotional Document is prepared which is basically a formal application to the National Committee which requires a main feature as part of the application. The Lake Temiskaming Rift Valley which extends from Mattawa to north of Kirkland Lake has been identified as the significant global feature in the application. In order to attain a Unesco Geopark designation Graham reviewed the following schedule:

October 2017: Submit *Letter of Intent* with Promotional Documents;

July 2018: Site visit by Canadian National Committee, 2 members – all costs paid by founding Board members;

September 2018: Temiskaming representatives, at least three, must attend International Conference in Italy and make a presentation and have the International Committee endorse the project in principal;

October 2018: Submit a formal application to the International Committee;

July 2019: International Committee will send representatives from Geoparks division to visit Temiskaming and evaluate our site, again all expenses to be paid by founding Board members;

September 2020: Temiskaming representatives, at least three must attend International Conference for a second time in Asia (?); at that point they will determine whether we would be considered as an International GeoPark. If

application is denied and needs more work. Than the Board has an opportunity to return to the International Conference in 2022 with a revised proposal.

Graham estimates that the expenses to get us to 2020 is somewhere in the neighbourhood of \$50,000 which is to be split equally among the three founding members.

Graham indicated that the situation here is that we have over 100 attractions and at least 25 are currently in operation, thus there is no additional infrastructure that needs to be built. The Province of Quebec is building a National Park in the amount of approximately \$36 million along the Lake to draw tourists from Southern Ontario. This would be a good stepping stone to promote the Lake Temiskaming Rift Valley.

The Board of Founding Members must represent the community as a whole and there is a possibility that Council may opt to hire a CEO to act on their behalf. Graham also noted that Constitutions and establishing by-laws can be obtained from the two existing Geoparks in Canada and proposed to meet with municipal staff to discuss this project further.

Mayor Kidd thanked Graham for his presentation.

Resolution No. 2017-205

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges the presentation from the Rock Walk Park in regards to a proposed UNESCO Geopark opportunity; and

That Council refers the proposal to the City Manager and Corporate Services for an Administrative Report.

Carried

c) Laurie Galway & Sean Laferriere, Member – Rotary Club

Re: Splash Pad proposal

Laurie & Sean utilizing powerpoint outlined that the Rotary Club was looking for an opportunity to participate with the City in providing a benefit to youth and children in the area; looking for a project and found out about the potential of a splash pad park.

The intended location would be to the north of the Spur Line Concession / Mini-Putt. In order to assist in the funding of the park the Rotary Club is looking at an annual October Fest event.

It was noted that a splash pad would compliment existing playgrounds, boardwalk, STATO Trail, Mini-Putt with no requirements for Lifeguards. The park would be designed in a manner to separate various age groups (i.e. babies and toddlers area, area for smaller children and area for older children). The intent would be to utilize existing municipal potable water with a brushed concrete surface to reduce slipping.

The estimated cost for a large splash park is \$200,000. It was felt that a large park is preferred as opposed to making add ons in the future. The Rotary Club outlined that they are committed to this project and based their financial commitment on the following parameters:

- Establish an annual Oktoberfest with an expected annual fundraising of \$10,000;
- Prepared to fund half the costs of construction up to \$100,000 over a 10 year period on a without interest basis;
- City to contribute the other \$100,000 as well as apply for funding and be responsible for maintenance on the park once constructed;

The Rotary Club anticipates that the park could be constructed and ready for use in the summer of 2018.

Councillor Laferriere inquired if the \$200,000 estimate included engineering and installation or simply the cost of the equipment. It was noted this Splash Pad would be based on a predesigned park requiring a hook up to the municipal water system. It was further noted comments from Public Works would be beneficial for clarification.

Mayor Kidd thanked Laurie and Sean for their presentation.

Resolution No. 2017-206

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that City Council acknowledges the presentation from the Rotary Club of Temiskaming Shores and Area in regards to a proposed Splash Pad park; and

That Council refers the proposal to the Director of Recreation for an Administrative Report.

Carried

d) Wabi River Kayak Challenge

Re: Presentation by Bill Brookfield & Alf O'Reilly – New Liskeard Lion's Club

Bill Brookfield reviewed the letter submitted to Council in regards to the proposed first annual "Wabi River Kayak Challenge" event planned for this August 18th and 19th, 2017. The Lion's Club chose this date, being one week prior to the Kayak Challenge in Timmins, in the hopes of attracting more visitors from the south to utilize our event as an opportunity to train for the event in Timmins.

The event is structured to offer kayak races for competitors (Wabi River) with one elite event down Lake Temiskaming and around Farr Island and back to the Wabi River. It is also anticipated that while races are being run there will be hopefully a number of vendors that are kayak related and/or outdoor adventure types. A number of other events are also being considered such as rock climbing wall, pony rides, kayak demonstrations, metis displays, wood carvers, dancers, inflatable toys, and paint ball games for older children.

In order to make the event successful the Lion's Club requires the assistance of the City and its employees and foresee the following needs:

- Assistance with relocation of four (4) sets of bleachers along the riverbank of the Wabi River;
- Road Closures (Sharpe St., May St.);
- Use of City land south of the agricultural barns;
- Use of City's mobile stage;
- Use of the Tennis Courts for paint ball games;
- Crossing guard near riding ring for children's activities;
- Use of camping areas (Pool Fitness/Mini-Putt grassed areas) and any RV requirements permitted in parking lot at corner of Montgomery and Fleming;
- Use of grassed area between Marina and Riverside for camping as well;
- Grant in the amount of \$3,000 for marketing purposes;
- Depending on number of vendors additional space for displays in alley way to the east of the curling club may be needed (potential for further road closures);

The City would be recognized as a "Diamond" sponsor. The Lion's Club is seeking a motion for support from the City.

Mayor Kidd thanked the Lion's Club for the presentation.

Resolution No. 2017-207

Moved by: Councillor Foley

Seconded by: Councillor McArthur

Be it resolved that City Council acknowledges the presentation from the New Liskeard Lion's Club in regards to the proposed Wabi River Kayak Challenge; and

That Council refers the proposal to Senior Staff for consideration.

Carried

10. Communications

- a) Bill Dobson, Warden – Lanark County

Re: Request for Support – Opioid Strategy

Reference: Referred to the Timiskaming Health Unit

- b) Laura Albanese, Minister of Citizenship and Immigration

Re: Request for Nominations – Lincoln M. Alexander Award

Reference: Referred to Senior Staff

- c) Felicity Buckell, Treasurer – Pied Piper Kidsshows

Re: Request for Sponsorship – Application to Frog's Breath Foundation

Reference: Motion to be presented under new Business

- d) Bonnie Sander, Clerk – Township of ESSA

Re: Request for Support – “New Driver” Safety Initiative

Reference: Referred to the Road Safety Coalition

- e) Eleanor McMahon, Minister of Tourism, Culture and Sport and Steven Del Duca, Minister of Transportation

Re: 2017 Budget includes \$50 million investment for commuter cycling infrastructure in 2017-18

Reference: Referred to the Director of Recreation

- f) Tammie Caldwell, Director of Recreation – City of Temiskaming Shores

Re: Proclamation – June 2017 as Bike Month

Reference: Motion to be presented under New Business

- g) Kim Adams, Lieutenant – 2344 Royal Canadian Army Cadet Corps

Re: Invitation to Mayor and Council – 66th Annual Review on Saturday, June 3, 2017 at Don Shepherdson Memorial Arena

Reference: Received for Information

- h) Rob Keen, CEO – Forests Ontario

Re: Launch of 2 Initiatives – **The Heritage Tree Program** and **Ontario's Green Leaf Challenge**

Reference: Referred to Senior Staff

- i) Cheryl Gallant, M.P. – Renfrew-Nipissing-Pembroke

Re: 2017 Federal Budget - Removal of tax-exempt portion of remuneration for local officials

Reference: Received for information

- j) Rob Sinclair, Manager Licencing Services – Ministry of Transportation

Re: Availability of Highway Collision Data through Authorized Requester Information Services (ARIS)

Reference: Motion to be presented under New Business

- k) Claire Hendriks, Executive Director – The Temiskaming Foundation

Re: 2016 Annual Report

Reference: Available for viewing in Clerk's Office

Resolution No. 2017-208

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

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

Carried

11. Committees of Council – Community and Regional

Resolution No. 2017-209

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

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

- a) Minutes of the Temiskaming Municipal Association meeting held on January 26, 2017; and
- b) March 2017 Earleton-Timiskaming Regional Airport Activity report.

Carried

12. Committees of Council – Internal Departments

Resolution No. 2017-210

Moved by: Councillor Foley

Seconded by: Councillor McArthur

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

- a) Minutes of the Recreation Services Committee meeting held on February 13, 2017;
- b) Minutes of the Recreation Services Committee meeting held on March 13, 2017; and
- c) Minutes of the Corporate Services Committee meeting held on April 6, 2017.

Carried

13. **Reports by Members of Council**

Councillor McArthur reported on the following:

- **FONOM Conference:** Over 250 delegates and 30 vendors at the Trade Show and opportunity to meet Steve Paikin of TVO's the Agenda who was a guest speaker. Attended a number of workshops, updates on a number of Northern Ontario initiatives.

Councillor Whalen reported on the following:

- **FONOM Conference:** The responsibilities for septic licensing and inspections will not be downloaded to municipalities. The wording related to the requirement for 25 signatures for the upcoming municipal election has been changed and thanked Reeve Bond of Charlton and Dack for that. Need to keep an eye on changes to the Aggregate Resources Act as the indication is that municipalities will be getting royalties.

14. **Notice of Motions**

None

15. **New Business**

a) **Proclamation – June as Bike Month**

Resolution No. 2017-211

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

Whereas cycling is an active, healthy and environmentally friendly mode of transportation as well as a terrific way for both individuals and families to enjoy time outdoors; and

Whereas creating Bicycle Friendly Communities has shown to improve citizen's health, well-being, quality of life and boost community spirit; and

Whereas the City of Temiskaming Shores has demonstrated its support through various initiatives such as a Bicycle Friendly Community Committee, Share the Road Campaign, BIA assistance with bike racks, Healthy Kids Community Challenge and partnering with the South Temiskaming Active Travel System; and

Whereas the City of Temiskaming Shores was awarded a Bronze Level Bicycle Friendly Community Award from the Share the Road Cycling Coalition in 2017;

Now therefore be it resolved that the Council for the City of Temiskaming Shores hereby proclaims the month of June 2017 as “**Bike Month in the City of Temiskaming Shores**”.

Carried

b) Authorized Requester Information Services (ARIS) – Ministry of Transportation – Collision Data

Resolution No. 2017-212

Moved by: Councillor Hewitt

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges that the Ministry of Transportation Ontario is making motor vehicle collision reports and collision information available to address the needs of municipalities for cost recovery purposes on-line through the Authorized Requester Information Services (ARIS); and

That Council hereby approves and directs staff to register as an authorized requester at the one-time fee of \$250.

Carried

c) Administrative Report No. PPP-004-2017 – Appointment of Volunteer Firefighter – Matthew Bruni

Resolution No. 2017-213

Moved by: Councillor McArthur

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PPP-004-2017; and

That Council hereby appoints Matthew Bruni as a Volunteer Firefighter to the Temiskaming Shores Fire Department in accordance with the *Recruitment and Retention Program*.

Carried

d) Memo No. 011-2017-PW – Service Agreement – Automotive Materials Stewardship

Resolution No. 2017-214

Moved by: Councillor Laferriere
Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 010-2017-PW; and

That Council directs staff to prepare the necessary by-law to enter into an Agreement with Municipal Automotive Materials Stewardship Inc. (AMS) for Automotive Materials (oils, oil filters and antifreeze) collected as part of the Municipal Hazardous or Special Waste – Orange Drop Collection Events for consideration at the May 16, 2017 Regular Council meeting.

Carried

e) Administrative Report No. PW-010-2017 – Tender Award – STATO Trail Extension (Highway 65 East / Grant Drive)

Resolution No. 2017-215

Moved by: Councillor Laferriere
Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-010-2017, particularly Appendix 01 being the Request for Tender and Appendix 02 being the Results of the Tender Opening for the STATO Trail Extension;

That Council deems it necessary and advisable to exercise its rights outlined in Section 11 (*Selection Criteria*) and Section 8 (*Acceptance or Rejection of Bids*) of RS-RFT-001-2017 and directs staff to review and discuss the quotations submitted by the Contractors to verify sub-contractors, suppliers and tender amounts with the two lowest bid submissions; and

That Council directs staff to provide a supplementary report and the necessary by-law and agreement for consideration at the May 30, 2017 Special Council Meeting.

Carried

f) Administrative Report No. PW-011-2017 – Centre and Edge Line Roadway Marking Services

Resolution No. 2017-216

Moved by: Councillor Whalen

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-011-2017;

That Council approves the award of the 2017 Centre and Edge Line Painting Services contract to *Midwestern Line Striping Inc.* at a cost of \$0.245 per metre of line marking and \$150 per hour for pre-marking (if required) plus HST;

That Council approves the extension of the Agreement to include Centre and Edge Line Painting Services, at the same unit prices, for the 2018 season; and

That Council directs staff to prepare the necessary by-law and agreement for consideration at the May 16, 2017 Regular Council meeting.

Carried

g) Memo No. 017-2017-CS – Charitable Sponsorship – Pied Piper Kidsshows

Resolution No. 2017-217

Moved by: Councillor Hewitt

Seconded by: Councillor Laferriere

Whereas the Pied Piper Kidsshows (PPK) has applied for funding to the Frog's Breath Foundation in the amount of \$8,500 to assist with presenting their 2016-2017 season; and

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

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Pied Piper Kidsshows funding application to the Frog's Breath Foundation.

Carried

16. By-laws

Resolution No. 2017-218

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that:

By-law No. 2017-070 Being a by-law to enter into an Agreement with Municipal Automotive Materials Stewardship Inc. (AMS) for Automotive Materials (oils, oil filters and antifreeze) collected as part of the Municipal Hazardous or Special Waste – Orange Drop Collection Event

By-law No. 2017-071 Being a by-law to establish Tax Ratios for 2017

By-law No. 2017-072 Being a by-law to provide for the adoption of 2017 Tax Rates for municipal and school purposes and to further provide penalty and interest for payment in default

By-law No. 2017-073 Being a by-law to adopt optional tools for the purpose of administering limits for the Commercial and Industrial property classes

By-law No. 2017-074 Being a by-law to establish decrease limits for certain property classes

By-law No. 2017-075 Being a by-law to enter into an agreement with Midwestern Line Striping Inc. for the completion of the 2017 and 2018 Roadway Centre and Edge Line painting services within the City of Temiskaming Shores

be hereby introduced and given first and second reading.

Carried

Resolution No. 2017-219

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that:

By-law No. 2017-070;

By-law No. 2017-071;

By-law No. 2017-072;
By-law No. 2017-073;
By-law No. 2017-074; and
By-law No. 2017-075;

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, May 30, 2017 at 6:00 p.m.
- b) Regular – Tuesday, June 6, 2017 at 6:00 p.m.
- c) Regular – Tuesday, June 20, 2017 at 6:00 p.m.

18. Question and Answer Period

None

19. Closed Session

None

20. Confirming By-law

Resolution No. 2017-220

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that By-law No. 2017-076 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular Meeting held on **May 16, 2017** be hereby introduced and given first and second reading.

Carried

Resolution No. 2017-221

Moved by: Councillor McArthur

Seconded by: Councillor Laferriere

Be it resolved that By-law No. 2017-076 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

Carried

21. Adjournment

Resolution No. 2017-222

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that City Council adjourns at 7:46 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



**The Corporation of the City of Temiskaming Shores
Special Meeting of Council
Tuesday, May 30, 2017
6:00 P.M.
City Hall – New Liskeard Boardroom – 325 Farr Drive**

Minutes

1. Call to Order

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

2. Roll Call

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

Present: Christopher W. Oslund, City Manager
David B. Treen, Municipal Clerk
Doug Walsh, Director of Public Works

Regrets:

Media: Bill Buchberger, CJTT 104.5
Diane Johnston, Temiskaming Speaker

Members of the Public Present: 0

3. Approval of Agenda

Resolution No. 2017-223

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

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

Carried

4. Declaration of Special Council Meeting

Resolution No. 2017-224

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

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

Carried

5. Disclosure of Pecuniary Interest and General Nature

None

6. New Business

a) Memo No. 012-2017-PW – STATO Trail Tender Award – Request for Tender RS-RFT-001-2017

Resolution No. 2017-225

Moved by: Councillor Laferriere

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2017-PW; and

That Council agrees to delay the requirement for a Supplemental Report for Request for Tender RS-RFT-001-2017 until the June 6, 2017 Regular Council meeting.

Carried

b) Administrative Report No. PW-012-2017 – Tender Award – 2017 Hot Mix Asphalt Patching

Resolution No. 2017-226

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-012-2017 particularly Appendix 01 – Tender Results and Appendix 02 - Draft Agreement;

That as outlined in By-law No. 2017-015, Procurement Policy, Section 6.0 Approval Authority, Council approves the award of the 2017 Asphalt Patching contract to *Miller Paving Limited* at the unit price of \$50.50 per square metre for 50 mm thickness and \$91.00 per square metre for 90 mm thickness plus HST; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for Council's consideration at the May 30, 2017 Special Council meeting.

Carried

c) Administrative Report No. PW-013-2017 – Tender Award – Concrete Sidewalk and Curb Repairs

Resolution No. 2017-227

Moved by: Councillor Hewitt

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-013-2017 particularly Appendix 01 - Tender Results and Appendix 02 - Draft Agreement;

That as outlined in By-law No. 2017-015, Procurement Policy, Section 6, Approval Authority, Council approves the award of the 2017 Concrete Sidewalk and Curb Repair contract to *Pedersen Construction (2013) Inc.* at unit costs of \$160.00 per square metre of sidewalk and \$160.00 per linear metre of concrete curb and gutter plus applicable taxes; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for Council's consideration at the May 30, 2017 Special Council meeting.

Carried

d) Administrative Report No. PW-014-2017 – Tender Award – Granular M

Resolution No. 2017-228

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-014-2017 particularly Appendix 01 – Tender Results and Appendix 02 - Draft Agreement;

That as outlined in By-law No. 2017-015, Procurement Policy, Section 6, Approval Authority, Council approves the award of the Crushing and Stockpiling of Granular “M” contract in the Contractors Pit to *Alvin Caldwell Sand & Gravel Ltd.* at a unit price of \$6.40 per tonne (with a maximum of 10,000 tonnes) plus HST; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for Council’s consideration at the May 30, 2017 Special Council meeting.

Carried

e) Administrative Report No. PW-015-2017 – 2017 Roadway Surfacing Program – Surface Treatment

Resolution No. 2017-229

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-015-2017, particularly Appendix 01 - Proposed 2017 Roads Program (Surface Treatment) prepared following consultation with the Public Works Committee for the resurfacing of various roadway sections in Temiskaming Shores;

That Council acknowledges the review of the results of Request For Proposal PW-RFP-005-2017, attached to this report as Appendix 02 and confirms that the 2017 Roads Program - Surface Treatment program be completed as defined in the Request for Proposal;

That Council authorizes the re-allocation of sufficient funds from the Golf Course Road Bridge project to complete the 2017 Road Resurfacing Program – Surface Treatment project;

That as outlined in By-law No. 2017-015, *Procurement Policy, Section 6, Approval Authority*, Council approves the award of the 2017 Road Resurfacing Program – Surface Treatment contract to *Miller Paving Limited* at a cost of Three Hundred Forty-Two Thousand and Eighty-Two Dollars (\$342,082.00) plus applicable taxes; and

That Council directs staff to prepare the necessary by-law and agreement for the said work for Council’s consideration at the May 30, 2017 Special Council meeting.

Carried

f) Administrative Report No. PW-016-2017 – 2017 Roadway Surfacing Program – Hot Mix Paving

Resolution No. 2017-230

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-016-2017, particularly Appendix 01 - 2017 Roads Program (Hot Mix Paving) prepared following consultation with the Public Works Committee for the resurfacing of various roadway sections in Temiskaming Shores;

That Council acknowledges the review of the results of Request For Proposal PW-RFP-006-2017, attached to this report as Appendix 02 and confirms that the 2017 Roads Program – Hot Mix Paving Program be completed as defined in the Request for Proposal;

That Council authorizes the re-allocation of sufficient funds from the Golf Course Road Bridge project to complete the 2017 Road Resurfacing Program – Hot Mix Paving program;

That as outlined in By-law No. 2017-015, *Procurement Policy, Section 6, Approval Authority*, Council approves the award of the 2017 Road Resurfacing Program – Hot Mix Paving Program contract to *Miller Paving Limited* at a cost of Four Hundred Sixty - Eight Thousand Two Hundred and Eighty-Five Dollars (\$468,285.00) plus applicable taxes; and

That Council directs staff to prepare the necessary by-law and agreement for the said work for Council's consideration at the May 30, 2017 Special Council meeting.

Carried

g) Administrative Report No. PW-017-2017 – Tender Award – Supply and Delivery of Miscellaneous Culverts

Resolution No. 2017-231

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-017-2017;

That Council approves the award of the Supply and Delivery of Miscellaneous Culverts contract to *Canada Culvert* in the amount of \$ 23,881.34 plus HST; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with *Canada Culvert* for consideration at the May 30, 2017 Special Council meeting.

Carried

7. By-laws

Resolution No. 2017-232

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that:

By-law No. 2017-077 Being a by-law to enter into an agreement with Miller Paving Limited for the supply of labour, equipment and material for Asphalt Patching Services at various locations within the City of Temiskaming Shores

By-law No. 2017-078 Being a by-law to enter into an agreement with Pedersen Construction (2013) Inc. for the supply of labour, equipment and material for Concrete Sidewalk and Curb Repair Services at various locations within the City of Temiskaming Shores

By-law No. 2017-079 Being a by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M” at their source located in Firstbrook Township and accessible via Dump Road

By-law No. 2017-080 Being a by-law to enter into an agreement with Miller Paving Limited for the 2017 Roadway Surfacing Program (Surface Treatment) within the City of Temiskaming Shores

By-law No. 2017-081 Being a by-law to enter into an agreement with Miller Paving Limited for the 2017 Roadway Surfacing Program (Hot Mix Paving) within the City of Temiskaming Shores

By-law No. 2017-082 Being a by-law to enter into an agreement with Canada Culvert for the Supply and Delivery of Miscellaneous Culvert Pipe to various locations within the City of Temiskaming Shores

be hereby introduced and given first and second reading.

Carried

Resolution No. 2017-233

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

Be it resolved that:

By-law No. 2017-077;

By-law No. 2017-078;

By-law No. 2017-079;

By-law No. 2017-080;

By-law No. 2017-081; and

By-law No. 2017-082;

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

Carried

8. Adjournment

Resolution No. 2017-234

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that City Council adjourns at 6:12 p.m.

Carried

Mayor – Carman Kidd

Clerk – David B. Treen



 VILLAGE NOËL
TEMISKAMING

PURPOSE OF PRESENTATION

1. SUMMARY OF VNT 2016

**a) TEMISKAMING SHORES' CULTURAL
PLAN**

b) ASSETS ACQUIRED

**2. COMMUNITY OWNERSHIP for
TOURISM PRODUCT**

3. FINANCIAL REPORT & STATISTICS

**4. ACKNOWLEDGMENT TO FUNDERS,
PARTNERS, COLLABORATORS AND
SPONSORS**

VISION OF THE CULTURAL PLAN :

TEMISKAMING SHORES: A northern hub of cultural excellence and diversity in a pristine natural setting.

One of the purposes of the Cultural plan:

❖ To develop robust, fun, and strong downtown cores that are the creative heart of the City, and social gathering places offering arts, culture and heritage, food and entertainment, business and commerce, and a place for people to live



**ARTEM created
VILLAGE NOËL TEMISKAMING
to bring in TOURISTS**

**Recreate a NEW FRANCE VILLAGE inhabited by
artists, artisans & craftspeople, fire pits, carollers,
costumed street performers, children's activities,
music, dancers and food vendors
IN THE HEART OF DOWNTOWN NEW LISKEARD**

32
Branch 33
Legion
Warming
Station

VILLAGE NOËL TEMISKAMING

- 1- Information
- 2- Kozy Kreationz
- 3- Sweet Legs
- 4- Melissa's Jewels
- 5- Confiserie de la colline/
Billes, Bijoux Jessica
- 6- Poschaven Farms
- 7- Tissage Morais/
Créations Mama Nick
- 8- Deathproof
- 9- Earthy Elegance Pottery
- 10- Verrerie de la Montagne
- 11- Atelier en Bois Rond
- 12- Savonnerie Bon Bain
- 13- Information
- 14- Leis Landscaping
- 15- Temiskaming Art Gallery
- 16- Chocolats Martine
- 17- Champ d'Elfes
- 18- ARTEM
- 19- Chevaliers / Knights
- 20- Mr. Sausage
- 21- Barnwood Creation d'Antan
- 22- École S.C. Sainte-Marie
- 23- L'Éden Rouge

- 24- C'est de la Peau/Les Trois Fripouilles
- 25- Madame Cupcake
- 26- Le Salon du Savon
- 27- Lonely Oak Alpacas
- 28- Sucrerie du Violoneux
- 29- Tri-Town Ski and Snowboard
- 30- Trussler's Pantry
- 31- Bear's Fish Fry
- 32- Legion Branch 33
- 33- Leather Canoe in
Boudoir des Anges
- 34- Nourrissons-Baby Station
in Chat Noir
- 35- Steeped Tea in
McKnight's
- 36- Noël à nos portes/
Xmas at our Door



 Carriole pour personne en perte de mobilité
Carole (vehicle) for persons with mobility issues.

ASSETS ACQUIRED:

1) CITY WIDE SOUND SYSTEM FOR THE DOWNTOWN CORE





ELECTRICAL INFRASTRUCTURE FOR THE DOWNTOWN CORE



31 WOODEN KIOSKS

COMMUNITY OWNERSHIP for this TOURISM PRODUCT GROUPS GETTING INVOLVED



TEMISKAMING FIRST NATIONS



TEMISKAMING MÉTIS





TEMAGAMI FIRST NATIONS





MANY COMMUNITY GROUPS





MANY CLUBS AND ORGANIZATIONS



COSTUMES







ARTISTS AND ARTISANS









Menu

Soupe aux pois, pain et biscuit

5\$

Pea soup, bun and cookie

Bouteille d'eau

1\$

Water bottle

Joie de vivre Gratuit! Free!

Bienvenue!







L'EDEN ROUGE

MADAME CUPCAKE



LOCAL FOOD PRODUCERS

POSCHAVEN FARMS



LE VIEUX VIOLONEUX



RIVERSIDE FARMER'S MARKET





ACTIVITIES



















MUSIC OUTSIDE AND INSIDE





CAROLLERS EVERYWHERE





VERRABRASS



LES GENS DU NORD



ROWDS GATHERING FOR SAINT NICHOLAS PARADE



ANTICIPATION BUILDING IN CROWD

A VERY TIGHT TURN BY CAREFUL DRIVERS AMONGST A VERY ENTHOUSIASTIC CROWD



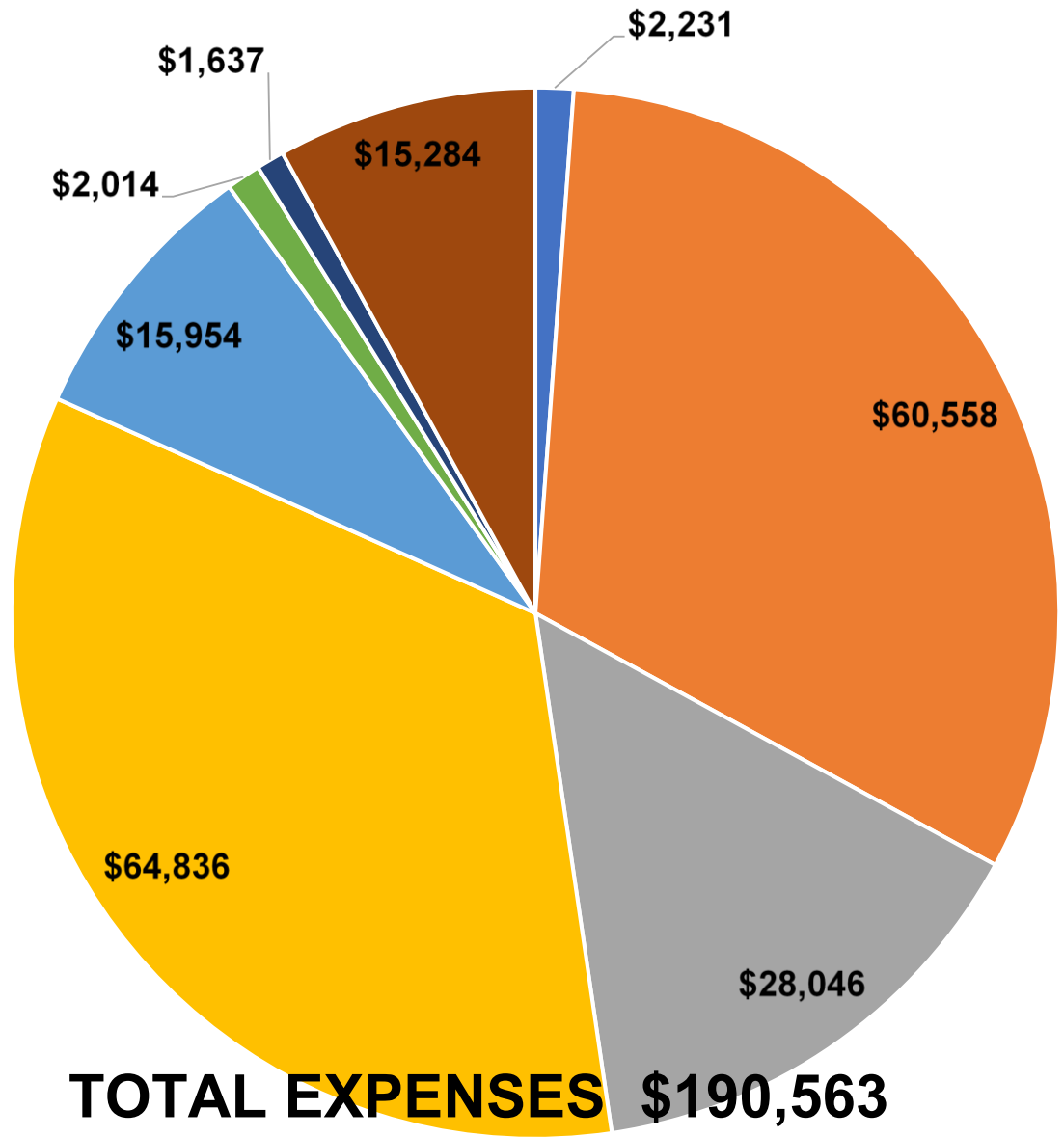


GREAT FUN FOR FAMILY, FRIENDS & VISITORS ALIKE



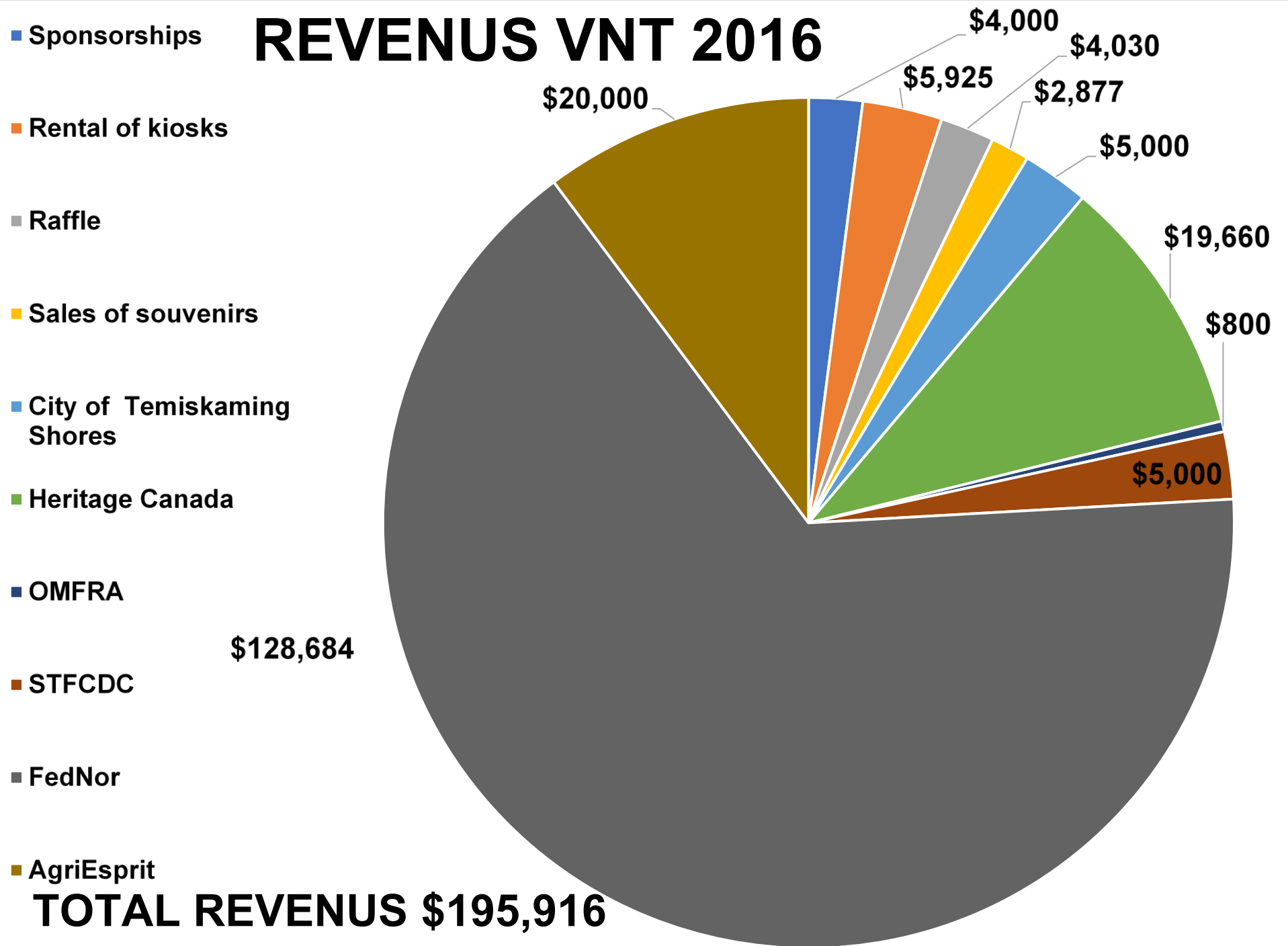
EXPENSES VNT 2016

- Launch/Translation/Travelling
- Tempo/Signage/Kiosks
- Publicity/Promotion
- Sound/Lights/Site Prep
- Honorariums
- Operational Costs
- Transportation/Lodgings
- Costs covered by ARTEM & Others



COSTS COVERED BY ARTEM & OTHERS INCLUDE: FOOD FOR VOLUNTEERS, INSURANCE, MATERIALS FOR WORKSHOPS, LICENCE FOR RAFFLE, COST OF KIOSK DRAW, 10% OF INTERN'S SALARY

REVENUS VNT 2016



IN KIND DONATIONS**AMOUNT in \$\$\$**

BNS Corner Gas Inc.	\$900.00
Brownlee Equipement	\$5,500.00
Canadian Tire Corporation	\$96.00
Centre culturel ARTEM	\$20,000.00
Clean Scene Cleaners	\$24.00
Demora Construction	\$700.00
Eacom Timber (Elk Lake)	\$500.00
Eastlink Cable	\$22,000.00
Koch Farms/Agri Sales	\$2,000.00
Miller Construction	\$500.00
North Cobalt Flea Market	\$2,199.00
OPSEU	\$250.00
Precision Auto Body	\$250.00
South Wabi Sawmill	\$1,500.00
Temiskaming Torch	\$180.00
Ville de Temiskaming Shores	\$1,970.00
Ville Temiskaming Shores	\$10,000.00
TOTAL	\$68,569.00

2016 VNT STATISTICS

VOLUNTEERS : 253 + CITY WORKERS

VISITORS:

- Local: 5,000
- Other Ontario regions: 500
- Québec: 1,500

PARTICIPANTS:

- ❖ Number of kiosks: 27
- ❖ Number of artists, artisans from Ontario: 40
- ❖ Number of artists, artisans from northwestern Québec: 11
- ❖ Number of food producers: 6 (3 from Québec, 3 Local)

N.B. These do not include Riverside Farmer's Market artists, artisans and food producers

NUMBER OF MUSICIANS, SINGERS & GROUPS:

- ❖ 1 CHOIR from QUÉBEC (19)
- ❖ 1 BRASS BAND –VERRABRASS,WATERLOO (4)
- ❖ 1 DRUMMING CIRCLE from TEMISKAMING FIRST NATIONS & TEMISKAMING MÉTIS COMMUNITY (9)
- ❖ 1 GROUP from LE CONSERVATOIRE DE MUSIQUE DE VAL D'OR (3)
- ❖ 1 GROUP from OTTAWA-STURGEON FALLS (6)
- ❖ 1 GUITARIST from SUDBURY
- ❖ 4 GROUPS OF CAROLLERS AROUND FIRE PITS & INSIDE (32)
- ❖ 29 MUSICIANS – SINGERS FROM THE AREA

NUMBER OF STUDENTS WHO PARTICIPATED: 1,500

- ❖ ÉCOLE CATHOLIQUE SAINTE CROIX,
- ❖ ÉCOLE CATHOLIQUE SAINT-MICHEL,
- ❖ ÉCOLE PUBLIQUE DES NAVIGATEURS,
- ❖ ÉCOLE SECONDAIRE CATHOLIQUE SAINTE-MARIE,
- ❖ ENGLEHART PUBLIC SCHOOL,
- ❖ ENGLISH CATHOLIC PUBLIC SCHOOL,
- ❖ NEW LISKEARD PUBLIC SCHOOL,
- ❖ PARADIS DES PETITS,

THANK YOU TO FUNDERS

- ❖ **FEDNOR**
- ❖ **HERITAGE CANADA**
- ❖ **NOHFC (Northern Ontario Heritage Fund Corporation)**
- ❖ **AGRI ESPRIT (Farm Credit Canada)**
- ❖ **STCFDC (South Temiskaming Community Futures Development Corporation)**
- ❖ **CITY OF TEMISKAMING SHORES**
- ❖ **OMFRA (Ministry of Agriculture, Food and Rural Affairs)**

THANK YOU TO PARTNERS

- ❖ BIA-BUSINESS IMPROVEMENT AREA**
- ❖ CITY OF TEMISKAMING SHORES**
- ❖ RIVERSIDE FARMER'S MARKET**
- ❖ TEMISKAMING MÉTIS COMMUNITY COUNCIL**
- ❖ TEMISKAMING NATIVE WOMEN'S SUPPORT NETWORK**
- ❖ TEMISKAMING SHORES & AREA CHAMBER OF COMMERCE**

THANK YOU TO LOCAL SPONSORS AND COLLABORATORS

- ACFO-Temiskaming**
- Active 1 Source for Sports**
- Association Canot Camping du lac Témiscamingue**
- BNS Gas and Temiskaming Propane**
- Brownlee Equipment**
- Caisse populaire de Cochrane-Temiskaming**
- Camp Mighty**
- Centre d'Éducation des adultes**
- Centre de Santé communautaire du Temiskaming**
- Chartrand's Your Independent Grocer**
- Chevaliers de Colomb-New Liskeard & Haileybury**
- Club Richelieu**
- Conservatoire de Musique de Val D'Or**

- CUPE**
- Deep Water Design and Printing**
- Demora Construction**
- Dreamcatcher's Equestrian Center**
- Eacom Timber**
- Get Active Temiskaming**
- Good Gauley Productions**
- Horne Granite Curling Club**
- Kemp, Elliot & Blair**
- Kemp Pirie Crombeen**
- Koch Farms**
- Lynx Tree Care**
- Miller Paving Northern**
- New Liskeard Lions Club**
- NorArc Steel Fabricators**
- North Cobalt Flea Market**

- **Northern Conservatory of Music**
- **One on One Printing**
- **Ontario Power Generation**
- **Paula Davey Dance School**
- **Pied Piper Kidshows**
- **Photografiks**
- **Precision Car Care**
- **President's Suites du Président**
- **Quantum Xpress**
- **Revkor Temiskaming**
- **Royal Canadian Legion, Branch 33**
- **South Wabi Sawmill**
- **Temagami First Nations**
- **The Temiskaming Foundation**
- **The Temiskaming Health Unit**
- **Tisser des Liens Temiscamingue/Building Ties Temiskaming**

ACTIVITIES LINED UP FOR 2017

- ❖ EXPANDED ACTIVITIES FOR SCHOOL DAY**
- ❖ NEW COMPETITIVE LOG SAWING CONTEST**
- ❖ A TREASURE HUNT IN A MINIATURE XMAS VILLAGE**
- ❖ SCIENCE TIMMINS**
- ❖ ON SITE ARTISANS DEMONSTRATIONS**
- ❖ NEW ARTISANS AND FOOD VENDORS**
- ❖ PARTICIPATION BY NEW COMMUNITY GROUPS**
- ❖ POPULAR ACTIVITIES BACK**



VILLAGE **NOËL** TEMISKAMING 2017
THE PLACE TO BE
from November 23rd to 25th 2017



 VLLAGE N^ÓËL
TEMISKAMING

437 Amwell St.
P.O. Box 1436
Haileybury, Ontario
P0J 1K0

May 16, 2017

Mayor and Council
City of Temiskaming Shores
P.O. Box 2050
Haileybury, Ontario
P0J 1K0

Re: Community Volunteer Income Tax Program

Dear Mayor and Council:

We would like to take this opportunity to thank the city for the use of the arena lobbies in New Liskeard and Haileybury for this year's tax season. As of today, we have completed over 1150 returns for local residents. Each year we see the number rising, which illustrates the continued benefit of this service to the community.

Many thanks to Tammie Caldwell, Paul Allair, and the staff of both arenas for their assistance and courtesy to our volunteers.

Yours sincerely,

Kim Allen
Volunteer
CVITP

May 16, 2017

Ontario Announces New Proposed Changes to the Land Use Planning and Appeal System

Ontario has announced it will introduce new legislation that would, if passed, overhaul the Province's land use planning appeals system, giving communities a stronger voice and ensuring people have access to faster, fairer and more affordable hearings.

Legislation will be tabled before the current legislative session ends on June 1, 2017, with implementation targeted for 2018. If the legislation were passed, regulations would be developed to guide the transition and implementation.

The government listened very carefully to the advice of the AMO Board and members, and worked through the MOU process to develop these changes.

The legislation will introduce positive changes in the following subject areas:

Giving Communities a Stronger Voice

- A new Local Planning Appeal Tribunal would replace the Ontario Municipal Board.
- "De novo" hearings would be eliminated for the majority of land use planning appeals, giving greater weight to the decisions of local communities.
- For complex land use planning appeals, the tribunal would only be able to overturn a municipal decision if it does not follow provincial policies or municipal plans. This would depart from the current "standard of review" for land use planning appeals, where the Ontario Municipal Board is permitted to overturn a municipal decision whenever it finds that the municipality did not reach the "best" planning decision.
- In these cases, the tribunal would be required to return the matter to the municipality with written reasons and the municipality would be provided with 90 days to make a new decision on an application under the proposed new law. The tribunal would retain the authority to make a final decision on these matters only when, on a second appeal, the municipality's subsequent decision still fails to follow provincial policies or municipal plans.

Faster, Fairer and More Affordable Planning Appeals

- Requiring the tribunal to conduct mandatory case management for the majority of cases in order to narrow the issues and encourage case settlement. The tribunal would also be provided with modern case management powers to ensure meaningful case conferences.
- Creating statutory rules regarding the conduct of hearings, including setting strict presumptive timelines for oral hearings and limiting evidence to written materials in the majority of cases.

- Providing the tribunal with modern hearing powers to promote active adjudication, provide for alternative hearing formats, and permit assignment of multi-member panels.
- Giving elected officials greater control over local planning, resulting in fewer decisions being appealed, thereby making the decision-making process more efficient.

Free Legal and Planning Support

- Create a Local Planning Appeal Support Centre, a new provincial agency mandated and funded to provide free and independent advice and representation to Ontarians on land use planning appeals. The centre would be modeled after the Human Rights Legal Support Centre and would provide planning and legal advice to people who want to participate in tribunal appeals.

Exempting Major Planning Decisions from Appeal

Major municipal land use planning decisions would not be appealable:

- provincial appeals of municipal official plans and official plan updates, including approvals of conformity exercises to provincial plans.
- among other matters, would also restrict applications to amend new secondary (i.e. neighbourhood) plans for two years, unless permitted by municipal council
- Municipal Local Appeal Bodies, if established, would be able to hear appeals on site plans, in addition to minor variances and consents
- Minister's Zoning Orders.

AMO will continue to monitor this issue as the legislation is introduced in the coming weeks.

Jessica Schmidt, Policy Advisor



BUILDING TIES TEMISKAMING

Let's Build a Tourism Tie



GOOD NEWS STORIES ABOUT TOURISM IN OUR REGION ➤ ONE OF THE ONLY NETWORKING OPPORTUNITIES BETWEEN ONTARIO AND QUÉBEC

Thursday, June 8th 2017

Meet and Greet with refreshments 4:30pm to 6pm
Dinner @ 6pm

RIVERSIDE PLACE

55 Riverside Drive, New Liskeard

PLEASE REGISTER BY June 2nd, 2017 BY CONTACTING

Anne-Marie Loranger

E-mail : tdlt.btt@gmail.com

Telephone: 705-647-5771

Dinner will be catered by **Rick's Magic Touch***
Cost: \$25.00 (must be paid in advance)

**Please advise us of any allergies*

Headphones are available for translation services.

Please bring your business cards, which will be displayed, to increase your networking opportunities.



RESOLUTION

MOVED BY:

Mike Brooks

No.: 17/081

SECONDED BY:

A. J. Carleton

Date: May 18, 2017

Whereas the 2017 Federal Budget has raised personal taxes on all municipal politicians by removing the long standing, since 1947, tax exempt portion of their municipal remuneration for all elected politicians including those of us from very small communities,
And Whereas the purpose of this one-third-tax-free allowance was to provide “an allowance for expenses incidental to the discharge of the person’s duties as an elected officer.”
And Whereas the removal of the allowance will result in a negative impact on elected officials in smaller communities,
And Whereas elected officials in larger centres receive budgets to support the incidental expenses that are denied to those from smaller communities due to budgets reflective of size,
And Whereas removing this one-third exemption can further decrease the ability of small and rural communities to attract candidates for municipal elections,
Therefore be it resolved that the federal budget be restructured to reinstate this one-third-tax-free exemption for municipal politicians from communities that provide no budget for elected officials to cover the cost of their incidental expenses.
And Further that copies of this resolution be forwarded to the Honourable Bill Morneau, Minister of Finance, Anthony Rota, MP, Nipissing-Temiskaming, Charlie Angus, MP, Timmins – James Bay, the Temiskaming Municipal Association, their member municipalities and TeMAG for consideration and support.

Carried

Amended

Defeated

[Signature]
Signature of Presiding Officer

DIVISION VOTE

FOR

AGAINST

Declaration of Pecuniary Interest/Conflict of Interest

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

Clerk-Treasurer



Dear (MUNICIPALITY)

On August 11, 2014 the Provincial and the Federal Governments announced an extension to the Investment in Affordable Housing for Ontario (IAH) Program. This initiative will provide an additional \$801 million over six years to improve access to affordable housing that is safe, sound, suitable and sustainable for households in need across the province.

The District of Timiskaming Social Services Administration Board (DTSSAB) is participating and will deliver the Ontario Renovates Component (ORC). This Program offers financial assistance for low to moderate income homeowners who need to make repairs to their homes. The Program is primarily aimed at seniors, families and singles that own/live in substandard dwellings and cannot afford the repairs that are necessary to make their home safer and healthier to live in and/or to make improvements that improve accessibility and mobility issues.

I am asking for your assistance in making application forms and applicant guides available to potential applicants for this program. I have enclosed packages which include an application form and Applicant Guidelines.

If you have any questions, please contact Frank Spinato at (705) 567-9366 ext. 3233 or toll free at 1-888-544-5555 ext.3233.

Sincerely

Kelly Black
Social Housing Manager

Enclosures

Cc: Don Studholme, CAO



Municipality of Killarney

May 18th, 2017.

MAIL & EMAIL: minister.mma@ontario.ca

Main Office:

32 Commissioner Street
Killarney, Ontario
P0M 2A0

Tel: 705-287-2424

Fax: 705-287-2660

E-mail:

inquiries@municipalityofkillarney.ca

Public Works Department:

1096 Hwy 637
Killarney, Ontario
P0M 2A0

Tel: 705-287-1040

Fax: 705-287-1141

website:

www.municipalityofkillarney.ca

The Honourable Bill Mauro,
Minister of Municipal Affairs,
777 Bay Street – 17th Floor,
Toronto, Ontario.
M5G 2E5

Dear Sir:

RE: Changes Under Consideration to the Municipal Act, 2001
Re: End to Payments Out of Court for Municipalities

It is our understanding that Bill 68 – Modernizing Ontario's Municipal Legislation Act is proposing changes to the tax registration proceedings which would end payments out of court for municipalities.

The proposed amendment to Section 380 (8) and (9) would see out of court payments revert back to the Crown.

The Municipality of Killarney at their Regular Meeting of Council held May 17th, 2017 passed Resolution No. 17-198 as this proposed change will have a significant impact on small municipalities.

The Council for the Municipality of Killarney hereby appeals to you Honourable Minister, to reconsider this proposed change for the reasons outlined in the attached resolution.

Your consideration of this request is respectfully submitted.

Sincerely,

THE MUNICIPALITY OF KILLARNEY


Mrs. Candy K. Beauvais,
Clerk-Treasurer.

cc: Hon. Kathleen Wynne; Premier of Ontario
Local MPP's, FONOM, AMO, OSUM,
Ontario Municipalities



*The Corporation of the Municipality of Killarney
32 Commissioner Street
Killarney, Ontario
P0M 2A0*

MOVED BY: Pierre Paquette

SECONDED BY: Nancy Wirtz

RESOLUTION NO. 17-198

BE IT RESOLVED THAT the Municipality of Killarney appeal to the Minister of Municipal Affairs to reconsider the proposed change to the Municipal Act, 2001 as a result of Bill 68 regarding tax registration procedures which would end payments out of court for municipalities. The proposed amendment to Section 380 (8) and (9) would see out of court payments revert back to the Crown;

FURTHER THAT tax sale proceedings involve a significant amount of staff time which is an expense to a municipality and it is only fair that municipalities continue to be eligible for these payments out of court;

FURTHER THAT tax sale revenues assist municipalities with various expenditures which to some extent alleviate the burden of the reduction of revenues of various Provincial grants/programs and the continual "downloading" upon small municipalities.

FURTHER THAT this resolution be forwarded to the Premier of Ontario, the Minister of Municipal Affairs, our local MPP's, FONOM, AMO, Ontario Small Urban Municipalities as well as all Ontario municipalities.

CARRIED

I, Candy K. Beauvais, Clerk Treasurer of the Municipality of Killarney do certify the foregoing to be a true copy of Resolution #17-198 passed in a Regular Council Meeting of The Corporation of the Municipality of Killarney on the 17th day of May, 2017.


Candy K. Beauvais
Clerk Treasurer



P.O. Box 162 Kirkland Lake Ontario P2N 3M6

Mayor Carmen Kidd
The City of Temiskaming Shores
672-3363 ext. 4103
325 Farr Drive PO Box 2050
Haileybury ON P0J 1K0

May 11, 2017 – emailed ckidd@temiskamingshores.com

Dear Mayor Kidd:

RE: World Elder Abuse Awareness Day 2017

Please find attached a request for proclamation of World Elder Abuse Awareness Day on June 15, 2017, which we are asking each of the District Mayors to sign in support of our planned events across the District. The annual Spring Fling event that will be held June 14, 2017 at Riverside Place New Liskeard; we invite you to attend.

The Timiskaming Elder Abuse Task Force meets monthly to discuss and plan various activities that will help to fulfill our mandate. Membership is open to interested persons and service providers throughout the district.

The goals of the TEATF includes the planning of activities which will promote recognition and awareness for the prevention of elder abuse through education, and resource materials; and to provide resources, education and referral for seniors.

The Spring Fling 2017 will feature information, education and entertainment. We are encouraging seniors across the District to attend this event and to learn more about the resources and services available in their community.

We would be quite pleased if you would support us for this day by signing the attached proclamation regarding World Elder Abuse Awareness Day 2017.

If you have any questions please do not hesitate to call me. We look forward to receiving your signed proclamation, which can be emailed back to myself.

Sincerely,

Betty Smallwood

Betty Smallwood
For Timiskaming Elder Abuse Task Force

Program Manager
Timiskaming Palliative Care Network
145 Government Road East
Kirkland Lake, ON P2N 3P4
Tel: 705.568.2135 Fax: 705.568.2160
Email: bsmallwood@kdhospital.com

Ministry of
Community and
Social Services

Ministère des
Services sociaux
et communautaires



Assistant Deputy Minister's Office
Social Policy Development
6th Floor, Hepburn Block
80 Grosvenor Street
Toronto, Ontario M7A 1E9
Tel. (416) 325-3592 Fax: (416) 325-9408

May 15, 2017

Mr. Jim Whipple
Chair of the District of Timiskaming Social Services Administration Board
PO BOX 310
29 Duncan Ave. N
Kirkland Lake, Ontario
P2N 3H7

Dear Mr. Whipple,

We are writing to provide an update on the status of the District Social Services Administration Board (DSSAB) governance and accountability review.

As you may be aware, the ministry sought input on key review parameters, including scope, engagement and timing, from the Northern Ontario Service Deliverer's Association and the executive of the Northwestern Ontario Municipal Association (NOMA) and the Federation of Northern Ontario Municipalities (FONOM). We have also worked closely with our partners across ministries to ensure support and commitment to the review process and objectives.

We are pleased to confirm that we have now finalized parameters for the review and are currently working through formal procurement processes to secure a third-party reviewer by June 2017.

The reviewer will develop and implement a comprehensive consultation and stakeholder engagement plan, with in-person consultations expected to occur through summer and early-fall in each of the 10 districts. Consultations will include discussions with DSSAB board members and staff, and targeted information/discussion sessions with elected municipal representatives and TWOMO representatives. Municipalities will also have an opportunity to provide input through a formal, council-endorsed written submission. Other stakeholders and the public will also have an opportunity to provide input to the review.

We understand that it will be important to ensure Boards, staff, and municipal/TWOMO representatives have sufficient advance notice of consultation plans and timing to support full and meaningful engagement. We will work with the reviewer to make sure you stay informed and receive preparatory material (e.g. discussion and written submission guides), in advance of the consultation.

The ministry recently provided a short update on the review at the NOMA annual conference in Thunder Bay (April 26th) and the FONOM annual conference in North Bay (May 11th).

We are requesting that you share this information with all municipalities in your district.

Please do not hesitate to contact us should have any questions or concerns.

Sincerely,



Erin Hannah
Assistant Deputy Minister
Social Policy Development Division



Richard Steele
Assistant Deputy Minister
Social Assistance Operations Division

- c. Don Studholme, Chief Administrative Officer, DTSSAB
Anna Cain, Director, Ontario Works Branch
Patti Redmond, Director, Social Assistance Service Delivery Branch

TRI TOWN SKI & SNOWBOARD VILLAGE

Box 1598

New Liskeard, ON P0J 1P0

www.tritownskivillage.ca

info@tritownskivillage.ca



Wednesday May 31st, 2017

Mayor and Council
City of Temiskaming Shores
325 Farr Drive
Haileybury, Ontario
POJ IKO

RE: FROG'S BREATH FUNDING

Dear Mayor and Council,

The Tri Town Ski and Snowboard Village has applied to the Frog's Breath Foundation. We were successful in our application and will be receiving \$40,000 this year and \$40,000 next year to assist with our chalet renovation project.

Although we are incorporated as a not-for-profit organisation, the Tri Town Ski and Snowboard Village is not a registered charitable organization. As such, the Frog's Breath Foundation requests that we obtain a 'sponsorship' from an organisation or Municipality in order to receive any funds.

Therefore, on behalf of the Ski Village, it is respectfully requested that the City of Temiskaming Shores act as sponsor in regards to our application to the Frog's Breath Foundation.

Sincerely,

A handwritten signature in black ink, appearing to read "Lorna Desmarais". The signature is fluid and cursive, with a small flourish at the end.

Lorna Desmarais

Tri Town Ski and Snowboard Village Vice President



MINUTES

Timiskaming Health Unit Board of Health

Regular Meeting held on March 22, 2017 at 6:30 P.M.

New Liskeard – Timiskaming Health Unit Boardroom

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

2. **ROLL CALL**

Board of Health Members

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

Regrets

Sherri Louttit	Provincial Appointee
----------------	----------------------

Timiskaming Health Unit Staff Members

Randy Winters	Director of Corporate Services, CEO (A)
Kerry Schubert-Mackey	Director of Community Health
Rachelle Cote	Executive Assistant

3. **PRESENTATION: HEALTHY MENU CHOICES ACT (2015) – MENU LABELLING**

By: Joel Tessier and Laura Dias

4. **APPROVAL OF AGENDA**

MOTION #17R-2017

Moved by: Merrill Bond

Seconded by: Sue Cote

Be it resolved that the Board of Health adopts the agenda for its regular meeting held on March 22, 2017, as presented.

CARRIED

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

None.

6. **APPROVAL OF MINUTES**

MOTION #18R-2017

Moved by: Tony Antoniazzi

Seconded by: Jesse Foley

Be it resolved that the Board of Health approves the minutes of its regular meeting held on January 25, 2017, as presented.

CARRIED

7. **BUSINESS ARISING**

a. **Briefing Report – Correspondence: Marijuana Controls Under Bill 178**

In follow up to some concerns noted regarding the correspondence received regarding marijuana controls under Bill 178, a briefing report was submitted to the Board for information. A presentation will be scheduled in June to inform the Board further on the legislation and the public health approach.

8. **REPORT OF THE CHIEF EXECUTIVE OFFICER (A)**

Selected staff will be attending the Consultation Meeting on Modernized Standards for Public Health Programs and Services on Monday, March 27, 2017, in Sudbury. Dr. Hukowich will also be attending the meeting in Durham. Staff and Managers have contributed feedback/concerns to share.

The Office of the Auditor General of Ontario (OAG) informed the Ministry that the Public Health Program has been identified as a candidate for a value-for-money audit. Four health units will be selected to begin the process. In addition, they will be conducting a survey with some individuals at all public health units.

9. NEW BUSINESS**a. Briefing Report & Resolution: Bill S-228 – Food and Beverage Marketing****MOTION #19R-2017**

Moved by: Tony Antoniazzi

Seconded by: Merrill Bond

The Board of Health agrees to send a letter of support for Bill S-228 by endorsing the correspondence from Sudbury & District Health Unit regarding: Restricting the Marketing of Unhealthy Food and Beverages to Children.

CARRIED

b. Important Public Announcements

A recent issue was noted in regards to the issuance and lift of a boil water advisory during the weekend. The notices are shared and updated on the radio station and websites of Temiskaming Shores and THU which not all residents think or have access to during that time. The City of Temiskaming Shores is working on a better notification system to inform a large number of residents in a timely manner.

10. CORRESPONDENCE**MOTION #20R-2017**

Moved by: Jesse Foley

Seconded by: Kim Gauthier

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

- Wellington-Dufferin-Guelph Public Health
Briefing report and letter to the Premier of Ontario to support the creation of regulations for Personal Service Settings.
- Simcoe Muskoka District Health Unit
Letter to MOHLTC to urge the Ministry to increase the annual funding for the Vaccine Preventable Disease Program to levels necessary to meet their growing mandate.
- Windsor-Essex County Health Unit
Letter to the OPHS Modernization committee to support the Grey Bruce Health Unit recommending the adoption of a “Health in all Policy” approach when reviewing the current OPHS.
- Sudbury & District Health Unit
 - Resolution #03-17, to urge municipalities to not endorse tobacco industry supported campaigns and request municipalities to call on the Ont. Ministry of Finance to raise tobacco excise taxes and enhance enforcement activities to reduce the presence of contraband tobacco.
 - Resolution #04-17 to call for the inclusion of marijuana (medicinal and recreational) as a prescribed product or substance under the Smoke-Free Ontario Act.
 - Resolution #05-17 to endorse the Position of Dietitians of Canada on Taxation and Sugar-Sweetened Beverages and urge the Federal government to implement an excise tax on sugar-sweetened beverages.
 - Resolution #60-16, to encourage Members of Parliament to endorse Bill S-228 and commend the Minister of Health for introducing the multi-year Healthy Eating Strategy.

- Algoma Public Health
Resolution #2016-109 to requests all municipalities within the district of Algoma to explicitly reject motions from tobacco industry or its front groups and to call on the Ont. Ministry of Finance to raise tobacco excise taxes and enhance enforcement activities to reduce the presence of contraband tobacco.
- Grey Bruce Health Unit
Letter to the College of Physicians and Surgeons of Ontario to support the Position set forward of letter and report **#062-16: Opioid Addiction and Overdose** from Dr. Mackie, MOH-CEO of Middlesex London Health Unit.
- Peterborough Public Health
 - Letter to MOHLTC to support the resolution #BOH/2016/11/10 of North Bay Parry Sound District Health regarding health hazards of gambling.
 - Letter to BOH Chair, Middlesex London Health Unit, to thank the Board for adopting *Jordan's Principle, Truth and Reconciliation Plan for First Nations children*, as a Board policy.
 - Letter to CMOH-MOHLTC and the College of Physicians and Surgeons of Ontario, to endorse the motion from the Middlesex London Health Unit regarding the misuse of opioid and congratulate the ministry of its leadership regarding a *Provincial Opioid Action Plan*.
 - Letter to Chair – Standing Committee on Social Policy regarding *Bill 6, Ministry of Community Social Services Amendment Act*, to support and urge the committee to bring Bill forward in a timely manner and to ensure that costs are considered when the province determines social assistance rates.
- Windsor-Essex County Health Unit
 - Letter to MOHLTC to call for the inclusion of marijuana (medicinal and recreational), under Bill 178, as a prescribed product or substance under the Smoke-Free Ontario Act.
 - Letter to MOHLTC to support the recommendations from the Middlesex London Health Unit regarding the misuse of opioid and congratulate the ministry of its leadership regarding a *Provincial Opioid Action Plan*.
- Huron County
 - Letter to MOHLTC to support the recommendations from the Middlesex London Health Unit regarding the misuse of opioid.

CARRIED

Audrey Lacarte disconnected from the teleconference line at 7:33 p.m.

11. IN-CAMERA

MOTION #21R-2017

Moved by: Kathleen Bougie

Seconded by: Sue Cote

Be it resolved that the Board of Health agrees to move in-camera at 7:34 p.m. to discuss the following matters under section 239 (2):

- a. In-Camera Minutes (January 25, 2017)
- b. MOH/CEO Application-Interview Update
- c. Identifiable Individual

CARRIED

12. **RISE AND REPORT**

MOTION #22R-2017

Moved by: Mike McArthur

Seconded by: Jesse Foley

Be it resolved that the Board of Health agrees to rise with report at 7:44 p.m.

In-Camera Minutes

MOTION #23R-2017

Moved by: Jean-Guy Chamaillard

Seconded by: Kathleen Bougie

Be it resolved that the Board of Health approves the in-camera minutes of meeting held on January 25, 2017 as presented.

CARRIED

13. **DATES OF NEXT MEETINGS**

The next Board of Health meeting will be held on April 26, 2017 at 6:30 p.m. in Englehart.

14. **ADJOURNMENT**

MOTION #24R-2017

Moved by: Merrill Bond

Seconded by: Tony Antoniazzi

Be it resolved that the Board of Health agrees to adjourn the regular meeting at 7:45 p.m.

CARRIED

Carman Kidd, Board Chair

Rachelle Cote, Recorder

Report Content

On Our Radar

THU in Action- Our Stories

In The Spotlight

Upcoming Events

HR Update

On Our Radar

Hot topics

NE LHIN Nipissing/Temiskaming Sub-Region Health Leadership Council

Efforts to move forward with a sub-region council was communicated in February. The goal of the Council is to help move the local health care system to one that includes more effective integration of services and greater equity. The Council will bring the system together on a regular basis to discuss, strategize, make recommendations, and implement solutions aimed at creating a more patient-focused and integrated system of care for people living here. This follows work on sub-region planning sessions (May and December 2016) and a draft Sub-Region Strategy (Fall of 2016). Information can be found at www.nelhin.on.ca/subregions. The THU will have representation on this council and the first meeting was indicated to occur in mid-April.

Tobacco – ‘Canada’s Tobacco Endgame’

The Government of Canada is consulting with stakeholders and the public to inform a bold new federal Tobacco Control Strategy driven by an aggressive target. The Health Canada document [Seizing the opportunity: the future of tobacco control in Canada](#) provides a history of tobacco control and presents a series of possible options, measures and questions for future tobacco control. The document references Bill S-5 which is an Act to amend the *Tobacco Act* and the *Non-Smokers’ Health Act* and to make related amendments to other Acts in relation to vaping products in Canada. These changes support preventing youth access and limiting marketing of vaping products. Bill S-5 also supports the establishment of plain and standardized packaging of tobacco products as well as standardized cigarettes to reduce the impact that appearance and style can have on tobacco use. The issues above are being opposed by the tobacco industry and Public Health Units are encouraged to show their support.

Mumps Activity

Many cases of mumps have been reported in the Greater Toronto Area since January 1st with the majority of transmission occurring in individuals aged 18 to 35. THU has shared information on mumps on social media and continues to consult with clients on their vaccination status. Individuals born before 1970 are considered immune due to natural infection but those born in the early 1990s may be under immunized. More information on mumps can be found [here](#) and information on the vaccine can be found [here](#).

Eastern Equine Encephalitis Virus (EEEV)

EEEV is one of the most severe mosquito-transmitted diseases in the United States. It begins with the sudden onset of headache, high fever, chills, and vomiting and it can progress into disorientation, seizures,

or coma, and can be fatal. It is transmitted to humans by the bite of an infected mosquito. However, it is very rare in humans. There has only been one recent case reported in Canada and only a few in the United States. The term “equine” in its name comes from the fact that the virus is often found in horses, although humans do not contract it from a horse.

The virus is only carried in a specific type of mosquito. One which needs a certain environment to survive, including a high temperature range for a continued length of time. In Timiskaming we have not reached the required criteria for these mosquitos nor have we seen any of these mosquitos in our annual West Nile Virus surveillance trapping program. However, having a case of EEEV in Canada, specifically in Ontario, *we will be adding EEEV to the program as a precautionary measure.*

Rabies in Ontario - Year to date for 2017, Ontario has submitted 205 samples for rabies testing of these, 27 have tested positive in the following sources; Bovine (2) Cat (1) Raccoon (15) Skunk (9). None are in the Timiskaming District.

Timiskaming Health Unit In Action

Our people – our stories.

The following section contains some highlights for each program area. Activities related to surveillance, research evaluation and health equity are included within the program area unless otherwise indicated. Mid-year (Q2) and final reports (Q4) will provide program activity status to date.

General Report

Revised Standards for Ontario Public Health Programs and Services. In February the Ministry of Health and Long-Term Care released updated *Standards for Public Health Programs and Services* for consultation as part of public health transformation. THU staff have been contributing to consultations and submitting feedback through various networks. Our Board of Health Chair (BOH), Acting Medical Officer of Health and staff attended a consultation session held by the Ministry at the Sudbury and District Health Unit. The Ministry is open to feedback on areas needing clarification, operational challenges as well as suggestions for potential accountability/performance indicators.

Public Health Funding and Accountability Agreement Indicators Reporting. In Q1 staff submitted and verified data for the health protection and health promotion indicators as part of the Ministry process. Finalized 2016 year-end data summary tables became available mid-March. Summary tables will be provided to the BOH in the April Board package.

THU Goes for Gold –Pledging to promote water and not sugary drinks. In alignment with our Healthy Workplace Policy and Healthy Eating Guidelines, and inspired by the Healthy Kids Community Challenge THU took the gold level organization pledge with **WaterDoesWonders.ca** .



Reporting. Activity reports and plans required for Q1 submission with the Ministry of Health and Long-Term Care, or Ministry of Child and Youth Services have been completed (R = reporting only) :

- Tobacco - Prevention, Protection & Enforcement, Cessation
- Enhanced Safe Food Program
- Vector Borne Disease Program
- Healthy Smiles Ontario (R)
- Healthy Babies Healthy Children (R)
- Stay on Your Feet – Older Adult Fall Prevention (Northeast LHIN reporting)
- Diabetes Prevention Project
- Enhanced Safe Water Program
- Needle Exchange Program (R)
- Pre and Post Nurse Practitioner Program (R)

Board of Health Activity. Staff presented on the Healthy Menu Choices Act and supported the BOH with a resolution related to Bill S-228, An Act to Amend the Food and Drugs Act (prohibiting food and beverage marketing directed at children). Information was provided regarding cannabis legalization and regulation and the Ontario tobacco control context in response to a query related to a resolution put forth from another health unit.

Baby Friendly Initiative Designation. In January, the THU had the on-site assessment component of the Baby-Friendly Initiative (BFI) designation process. During this time, three assessors conducted staff and mother interviews (over 57 staff were interviewed and more than 50 moms were contacted). An assessor also accompanied staff on hospital and home visits and visited THU offices across the district. We had the opportunity to highlight our work with the community as well as with parents on infant feeding.



On March 24, 2017, THU received official BFI designation from the Breastfeeding Committee for Canada (BCC). The BCC is the National Authority for the WHO/UNICEF BFI in Canada. They congratulated THU on the steady commitment of supporting families in the district of Timiskaming as well as the collaboration with community partners. The designation process occurs every 5 years.

Chronic Disease and Injuries Program

Stay on Your Feet (SOYF), is a project funded by the NE LHIN and matched in-kind by public health units to reduce falls among older adults across Ontario's northeast. Now entering its last of three funded years, the project is looking to ensure its main strategies are implemented and consider its future beyond March 2018.

Two municipal **Age Friendly Committee** initiatives add to the work being done in our district to promote healthy aging. Temiskaming Shores's Age Friendly Committee is working to implement the municipality's Age Friendly Plan. The Town of Kirkland Lake has also recently formed an Age Friendly Committee to pursue the municipal designation as well. THU staff support the various stages of this work in many ways including providing evidence to guide plans and helping to ensure health equity is considered.

Active Transportation. THU is working with community partners to make it easier for people to be active in their daily lives. With the Temiskaming District Road Safety Coalition, the Bicycle Safety Program will run in local schools with high percentages of students who are not bussed. This program includes in-class curriculum, a two-hour skills event and parent information, all designed to help families feel more confident cycling. THU is also a member of

Temiskaming Shores` Bicycle Friendly Community Committee and continues to promote and explore a variety of district-wide opportunities for education and promotion of cycling.

Tobacco Enforcement. In Q1, 21 warnings were issued related to the Smoke Free Ontario Act and one charge was laid for selling tobacco to a minor. There were 46 youth access inspections conducted (3 warnings, 1 charge) 31 display and promotion inspections (12 warnings) and 13 enclosed workplace/public place inspections (6 warnings).

Family Health Program

Child Health – Breastfeeding. THU launched a *new Facebook Breastfeeding Peer Support Page* in February. The page provides a safe, non-judgemental place for moms to ask questions and share information.

Healthy Pregnancies - Online Prenatal Classes. With a change to purchasing a licence with a Canadian company, online prenatal classes are now available to expectant parents in our district in both official languages.

Oral Health: Staff are piloting a new program ... a Fluoride Varnish Program. Fluoride varnish is a coating of resin that is applied (painted) on the tooth surface. It is a safe and easy procedure to prevent, delay and reverse the process of dental decay formation in children’s teeth. As research indicates that early application brings a significant benefit to children, THU staff will pilot a fluoride varnish program at local licenced childcare centres. Parents will receive information about the program and active consent will be required before children receive the fluoride varnish application.

Timiskaming’s Post Partum Mood Disorder Program. Locally, partners have been collaborating for over a decade on *Timiskaming’s Post Partum Mood Disorder (PPMD) Program*. This program includes awareness, screening, referral and treatment. Funding provided to THU from Timiskaming Best Start to support PPMD work (including offering treatment and intervention) ended in March of 2017. THU continues to offer the same services however management and staff are finalizing a second report for Timiskaming’s PPMD Program (2011-2015) which will help inform THU and community partners on next steps for this program.

Infectious Disease Program

Influenza/Vaccine Preventable Diseases. Staff have been wrapping up influenza season and began to return unused flu vaccines and anticipate wastage numbers. An evaluation of our community flu clinics was completed to examine how we can adapt our program in a changing environment with pharmacy involvement of flu vaccine immunization. THU’s IPAC nurse was selected to join a Ministry of Health and Long Term Care consultation group to provide feedback on current influenza surveillance activities in Ontario.

Outbreaks. THU staff have been busy supporting the annual winter spike of institutional outbreaks and beginning the work of creating tools to support institutions in managing and mitigating outbreaks. In Q1 there were five *enteric* outbreaks in total. There was one in a daycare and one in a school and both were of unknown causal agent, and three in long-term care homes (two were caused by norovirus and one was due to an unknown causative agent). There were three *respiratory* outbreaks, all of which were in long-term care homes.

Influenza A was the causal agent of one of the outbreaks and the other two were due to metapneumovirus.

Sexual Health. Staff are working on a manual to support THU peer nurses in providing sexual health services. The team is also finalizing indicators for the program to track and measure successes and areas of need.

Environmental Health & Emergency Preparedness Program

Emergency Preparedness – Advanced James Bay Coast Flooding Planning: The Ministry of Health and Long-Term Care’s (MOHLTC) Emergency Management Branch has started its annual advanced planning process for possible flooding along the James Bay Coast. At this time of year representatives from various agencies participate in routine calls to plan for the potential flooding and evacuation of James Bay residents. The THU is part of this team to ensure any public health concerns are part of the planning process. One step in the process is that the MOHLTC works with and pre-identifies potential host communities. Kirkland Lake is on the list this year, and should there be an evacuation to that area the municipality will lead it, and THU we will work with them from a public health perspective.

Healthy Schools Programs



The school team continues to support a variety of health and wellbeing initiatives in schools. Q1 involves preparing for sending immunization notices and holding school clinics to support compliance with the Immunization School Pupils Act.

Local students participating in Sip Smart™ and enjoying their new water refill station. See Healthy Kids Community Challenge information below.

Other Programs

Nursing Stations: The end of Q1 at THU marks the end of the fiscal year for the Nursing Stations. Staff are preparing for year-end budgets and end of year reporting.

In the Spotlight Local & Beyond

Public Health Items of Interest



THU Communications and Media Releases for Q1

In Q1 staff have been working on THU’s Annual Report. The following THU media releases were issued locally; Nutrition Month (March 2, 2017), The Cost of Eating Well in Timiskaming (March 22, 2017), Rethink Your Drinking (sent In December but for Jan-April campaign).

THU Now Offering The ‘Nobody’s Perfect’ Parenting Program. THU now has staff trained to facilitate this community-based parenting program for parents of children from birth to age six. This group program helps parents recognize and build on their strengths and find positive ways to raise healthy and happy children. We will be hosting our first session in Q2 with mentoring support from Brighter Futures.

THU Supporting Research: Vision Screening in Schools

In 2016 the THU agreed to participate in a vision screening research project led by researchers from McMaster and Sick Kids. They specify that in Ontario, 5000 children needlessly lose the use of an eye because they were not treated promptly for a problem and 10,000 children have trouble learning to read just because they need glasses. The components of the program include:

1. During junior and senior kindergarten, every child takes some quick vision tests at school.
2. Each child who may have an eye problem sees an optometrist *at school*, at a time convenient for a parent.
3. Every child who is prescribed glasses receives them at no cost and *at school*.



The researchers asked THU to support the project implementation in four schools in Kirkland Lake. Four THU staff assist at each school to carry out one of the vision tests.

Vision screening in schools is a particularly hot topic as it was recently added to the Standards for Public Health Programs and Services generating debate about the evidence behind such a program and the capacity of health units to implement. For more information about this research visit visionscreening.ca

Healthy Kids Community Challenge (HKCC) City of Temiskaming Shores and Area -Water Does Wonders

The second HKCC provincial theme ran from September 2016 to March 2017 and focused on promoting water and healthy drink choices. Locally this initiative included a program called Sip Smart™ Ontario which is a classroom educational program that helps teach children about sugary drinks and how to make healthy drink choices. All elementary schools (12) in the local HKCC catchment area participated. A Sip Smart™ toolkit was provided and participating schools were offered a free water refill station. THU staff worked with the local HKCC Project Manager on this themes activities the class, school & community.

Centralized Water Sample Data

Sampling well water is a something many residents do to help ensure they have safe drinking water. Having the sample bottles and information available for residents to pick up at the THU is convenient for them. Once they take a sample and return it to us we send it out for testing. In the past the results of these tests were sent to us periodically via a basic spreadsheet and we then have to integrate it with past files.

To streamline this process, the Ministry recently launched a province wide, on line SharePoint site for all public health units to use. This tool reduces the administration time required to handle the water sample data and gives more timely access to the information.



Upcoming Events

The following list contains *some* of the upcoming events and opportunities that THU staff are participating in or supporting.

- **April** – Oral Health Month
- **April 4-5** - ON Healthy School Conference
- **April 11-12** - Ontario Bike Summit
- **April 18** - IPAC Northeastern ON Chapter Meeting and Networking
- **April 30-May 2** - ON Harm Reduction Distribution Program Conference
- **May 8-12** - Nurses Week
- **May 11** - Alpha Fitness Challenge
- **May 1-7** - Mental Health Week
- **May 7-13** - Emergency Preparedness Week
- **May 1-2** - Ontario Injury Prevention Forum
- **May 25** - Northern ON Health Equity Summit
- **June** - Bike Month in Temiskaming Shores

Human Resource Update

The comings and goings of our colleagues



New Staff:

- TDSS Co-op Placement Student - *(February - June 2017)*
- Analyst-Research-Planning-Policy – Permanent – Full Time *(January 2017)*

Return From Maternity Leave

- Secretary 1 – New Liskeard (March 2017)

Resignation:

- Secretary 1 – New Liskeard *(February 2017)*

Current Vacancies:

- MOH/CEO
- Practicum Placement

Report contributors: Randy Winters –Acting Chief Executive Officer/Director of Corporate Services , Kerry Schubert-Mackey – Director of Community Health, Program Managers; Ryan Peters , Angie Manners, Erin Cowan (CNO), Amanda Mongeon. Executive Assistant: Rachelle Cote.

Temiskaming Shores Public Library Board

Meeting Minutes

Wednesday, April 19, 2017

7:00 p.m. at the Haileybury Branch

1. Call to Order

Meeting called to order by Chair Donald Bisson at 7:05 p.m.

2. Roll Call

Present: Donald Bisson, Danny Whalen, Brenda Morissette, Jeff Laferriere, Roger Oblin, Robert Dodge and CEO/Head Librarian Rebecca Hunt.

Members of the Public: 0

3. Adoption of the Agenda

Moved by: Robert Dodge

Seconded by: Roger Oblin

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

Carried.

Additions:

Correspondence c. Letter from Florent Heroux

Correspondence d. Letter from Haileybury Beautification Committee

4. Adoption of the Minutes

Moved by: Danny Whalen

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board approves the minutes of the meeting held on Wednesday, March 15, 2017 as presented.

Carried.

5. Business arising from Minutes

None.

6. Correspondence:

a. From: Sheila Siermachesky, Vice Principal—Timiskaming District Secondary School.

Re: May Ball Bursary.

b. From: Annik Boucher, Principal—Ecole secondaire catholique Sainte-Marie.

Re: May Ball Bursary

Motion #2017-18

Moved by: Roger Oblin

Seconded by: Robert Dodge

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

Carried.

c. From: Florent Heroux, Chair—Société d’histoire du Temiskaming (Ontario).

Re: Archiving documents and photographs. The board discussed the request and asked that the CEO discuss an agreement with M. Heroux outlying the library’s responsibilities concerning maintenance of the equipment and ownership of the digitized material.

d. From: Haileybury Beautification Committee.

Re: Purchase of planters to beautify the downtown in Haileybury. The library will purchase a cedar planter for flowers in the summer and fall display in the fall.

7. Secretary–Treasurer’s Report

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

Buildings and Equipment:

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

Business:

Community Hubs group: The group is working towards holding focus groups to assess the community’s interest in a community hub by the end of May or early June.

Conseil des Arts Temiskaming Arts Council (CATAC): CATAC is working on opening a bank account at the Caisse Populaire. Réjeanne Massie, Drew Gauley and I have been chosen as signing authorities and are in the process of filing our information with the bank.

Digital Creator North (Near North Mobile Media Lab Trillium project): The project is going very well. Steve is working on creating a presence on Facebook, Instagram and Snapchat. There was attendance of about 21 people throughout the open house week of the Digital Creator Space, and there were 9 people at the first workshop on Photoshop and Digital Photography. Because the space is quite small for that number of people, we have decided to restrict registration for each workshop to between 1-5 people depending on what the workshop is about. Steve’s second workshop has 4 people signed up to work on Stop Motion projects over two Saturdays.

Federation of Ontario Public Libraries (FOPL): I will be attending the next FOPL meeting via teleconference on Friday, April 28. FOPL has invited Temiskaming Shores Public Library as one of 48 libraries in Ontario to take part in an 8-week free social media course called OpenMediaDesk. This project is a collaboration between FOPL and Brendan Howley of Both/And, a media consultant company based in Stratford. The goal of the course is to save staff time in dialoguing with their communities via social media, improve library advocacy, inspire more effective community dialogue and understand what our community is really thinking and feeling about the library. The main platforms covered are Facebook, Instagram and Twitter. The time commitment is two hours a week for the 8 weeks. I will take the course and would like to pull a few staff members who are admins on our social media pages in as well.

Great Northern Family Health Team Patient Draw:

Dr. Ryan Sayer asked the library if staff members would be able to help prospective patients register online to be considered for his Family Practice with the Health Team between March 1-17, 2017. As of March 13 staff members had helped about 10 people

register with the website. Many of those people needed a lot of help because they had never used computers before. Dr. Sayer sent the library a gift basket to say thanks.

Ministry of Tourism, Culture and Sport Ontario Culture Strategy Public Library Roundtable: I attended the first session on Friday, March 31 on Leadership and Innovation and Community Hubs. It was interesting to note that I was the only librarian from Northern Ontario invited to the table. I also submitted my research notes to the post discussion survey to they have a written record of the points I wanted to communicate on behalf of Northern Ontario Public Libraries. I will attend the next meeting in Toronto on May 2 in person. The second meeting is on Standards and Performance Measurement.

Ontario Library Capacity Fund IT Services grant 2016-2017: The funds were spent on our e-resources again this year and the final report has been submitted and approved by the Ministry of Tourism, Culture and Sport.

Ontario Library Capacity Fund Research and Innovation grant—Library value study: I attended teleconference meetings on Tuesday, April 4 and Wednesday, April 12 to go over data collection for the indicators.

Partnerships: Florent Heroux with the Société d'histoire du Témiskaming ontarien is partnering with the library to digitize collections of documents and photographs. They are using space and a computer at the Haileybury Branch of the library, and will purchase a scanner to house there. They would like to be able to scan the documents onto a library computer to have them safe somewhere, and eventually be able to share them with the public.

Proctoring Exams: I proctored four language assessment exams in March for the Thunder Bay Multicultural Centre. Payment for the exams has been received.

Volunteers: Two student volunteers are logging community service hours at the New Liskeard Branch. One of the students has chosen to help Steve in the Digital Creator Room. A student from Northern College is logging 20 hours at the Haileybury Branch for his program. As well, we have three co-op students at the New Liskeard Branch; one working with Steve in the Digital Creator Space and two working as librarian helpers down in the children's areas. The co-op students log between 2-3 hours a day, 3-4 days a week.

Programming:

Visits to the Extencicare, Lodge and Manor nursing homes to exchange books
Ongoing on Fridays and Saturdays by staff members and volunteers. The Lodge has been on outbreak for most of the winter and spring so far, so visits have been less frequent there.

Life Skills visits at the New Liskeard Branch

The Life Skills group continues to visit every Wednesday for a storytime and craft activity. The participants in the program look forward to their weekly visits and are enthusiastically learning skills about co-operation, social skills and the enjoyment of reading.

Gadget Helper at both branches of the library

Thursdays in alternating branches. Both branches are fully booked for the month of April.

Les Liseuses à la succursale de New Liskeard

Les Liseuses de la bibliothèque publique de Temiskaming Shores – Club de lecture pour les adultes. Le premier mardi du mois de 10 h 15 à 11 h 15 à la succursale de New Liskeard.

La Leche League Meetings at the New Liskeard Branch

A new La Leche League group providing breastfeeding support to new moms will be meeting on the second Tuesday of each month at 6:30 p.m. at the New Liskeard branch of the library.

Easter Egg Hunt at both branches of the Library

Easter Egg Hunt on Saturday, April 15. Starts at 10:00 a.m. at both the New Liskeard and the Haileybury Branch Libraries, ends when all the eggs are found! No baskets, please, we supply everything you need!

Spring Session Preschool Storytime at both branches of the Library

Preschoolers accompanied by an adult are welcome to attend this early literacy program that includes stories, songs, rhymes and a whole lot of fun. For more information call 705-647-4215 or email us at www.NewLiskeard@temisklibrary.com

Wednesdays from 11:15—11:45 a.m. starting April 5

New Liskeard Branch: April 5 and 19, May 3, 17 and 31 and June 14 and 28

Haileybury Branch: April 12 and 26, and May 10 and 24 and June 7 and 21

Books and Bites at the Haileybury Branch

As part of the Spring Pulse Poetry Festival join us for a book launch and reading of "My Nation is a Train... Wreck" by Frank Giorno.

Friday, April 21 at 12:00 noon at the Haileybury Branch Library. Bring your lunch and a friend!

Earth Day Craft Program at the New Liskeard Branch

Come out to do a craft to celebrate the planet earth! Two sessions at the New Liskeard branch of the library on Saturday, April 22

Ages 5-7: 10:30-11:30

Ages 8-10: 1:30-2:30

For more information or to register for this program please call us at 705-647-4215 or email us NewLiskeard@temisklibrary.com

Nordic Walking Pole Sets for Loan at Both Branches of the Library

The Temiskaming Shores Public Library, in partnership with the Timiskaming Health Unit, is offering Nordic Walking Pole sets for loan. A fun activity for all ages and fitness levels and great for year round use. A set or two is usually in circulation, showing that the poles are still popular.

Report LIB-009-2017 Workplace Inspection

Finances and Statistics

The Board reviewed the financial and statistical reports provided by the CEO.

Motion #2017-19

Moved by: Danny Whalen

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board accepts the April Secretary-Treasurer's report, Financial report and Workplace Inspection report.

Carried.

8. Committee Reports

- a. **Finance and Property Committee:** Nothing to report.
- b. **Planning, Personnel, Policy and Publicity Committee:** Minutes of the April 6, 2017 meeting.
- c. **Building Committee:** Nothing to report.

9. New Business

- a. **Report LIB-010-2017 Manitoulin Island Networking meeting attendance.**
Motion.

Motion #2017-20

Moved by: Brenda Morissette

Seconded by: Roger Oblin

Be it resolved that the Temiskaming Shores Public Library Board accepts report LIB-010-2017 Culture Strategy Roundtable and recommends sending Library CEO Rebecca Hunt to the Manitoulin Island Networking Meeting on May 10 to help present the Library Value Tool project to the libraries in that region.

Carried.

10. Plan, Policy review and By-law review

a. Review Policy

- i. Info-2: Information Services Fee. Review and amend.**
- ii. Emergency Preparedness Plan. Update.**
- iii. Personnel policies Per-4, Per-6 and Per-10. AODA revisions.**

Motion #2017-21

Moved by: Danny Whalen

Seconded by: Robert Dodge

Be it resolved that the Temiskaming Shores Public Library Board accepts the library's policies: Info-2 "Information Services Fee," "Emergency Preparedness Plan," and Personnel policies Per-4, Per-6 and Per-10 as amended by the Board.

Carried.

11. Closed Session

- a. **Staff update**
- b. **Personnel Policy review**
- c. **Incident report**

Motion #2017-22

Moved by: Brenda Morissette

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board go into closed session at 8:05 p.m.

Carried.

Motion #2017-23

Moved by: Brenda Morissette

Seconded by: Jeff Laferriere

Be it resolved that the Temiskaming Shores Public Library Board rise from closed session at 8:50 p.m. without report.

Carried.

12. Adjournment

Adjournment by Roger Oblin at 8:51 p.m.

Chair – Donald Bisson

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

Meeting Minutes

Wednesday, April 26, 2017

Present: Chair: Carman Kidd
Members: Robert Dodge; Suzanne Othmer; Voula Zafiris

Regrets: Florent Heroux; Angela Hunter; Maria McLean

Also Present: Jennifer Pye, Secretary-Treasurer

Public: Denis Menard – Applicant, A-2017-03 (NL)

1. Opening of Meeting

Resolution No. 2017-12

Moved By: Robert Dodge
Seconded By: Suzanne Othmer

Be it resolved that the Committee of Adjustment meeting be opened at 1:32 p.m.

Carried

2. Adoption of Agenda

Resolution No. 2017-13

Moved By: Suzanne Othmer
Seconded By: Robert Dodge

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

Carried

3. Declaration of Pecuniary Interest

None

4. Adoption of Minutes

Resolution No. 2017-14

Moved By: Voula Zafiris
Seconded By: Robert Dodge

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores hereby approves the minutes of the March 29, 2017 Committee of Adjustment Meeting as printed.

Carried

5. Public Hearings

Chair Carman Kidd advised that this afternoon a public hearing is scheduled for two minor variance applications.

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

5.1 Minor Variance Application A-2017-02(NL) – Shawn Morlock, 55 Murray Street

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

Meeting Minutes

Wednesday, April 26, 2017

The Chair declared the public hearing for Minor Variance Application A-2017-02(NL) to be open.

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

Subject land: 55 Murray Street; Dymond Plan M12NB Lot 10, Parcel 467SST; Town of New Liskeard, City of Temiskaming Shores.

Purpose of the application: The purpose of the application is to permit the construction of 5.5m x 7.3m (18' x 24') detached garage at the rear of the property. An existing shed is to be removed.

The owner is seeking relief from the following requirements of Zoning By-law 2233:

Provision	Zoning By-law 2233	Subject Property
Section 7(2)(f) Building Area, Single Family Dwelling House (maximum)	30%	33%

Statutory public notice: The application was received on March 27, 2017 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker on April 12, 2017 in accordance with the statutory notice requirements of the Planning Act. Notice was also mailed to property owners within 60m of the subject land.

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

The committee considered the following resolution:

Resolution No. 2017-15

Moved By: Voula Zafiris

Seconded By: Suzanne Othmer

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Minor Variance Application A-2017-02(NL) as submitted by Shawn Morlock for the following lands: 55 Murray Street; Dymond Plan M12NB Lot 10; Parcel 467SST; Town of New Liskeard, City of Temiskaming Shores;

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

- 1) Section 7(2)(d)(i) permits a maximum building area for a single family dwelling house of 30%. The applicant is requesting 33%;

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated April 21, 2017 and has considered the recommendations therein;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Minor Variance Application A-2017-02(NL).

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

Meeting Minutes

Wednesday, April 26, 2017

Further be it resolved that the following variance be granted:

That the Committee of Adjustment grant relief from Section 7(2)(d)(i) of Zoning By-law 2233 to permit a maximum building area for a single family dwelling house of 33%;

Subject to the following conditions:

The approval of the minor variance applies only to the proposed detached garage.

For the following reasons:

In the opinion of the Committee:

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

With the following consideration given to written and oral submissions:

None received.

Carried

5.2 Minor Variance Application A-2017-03(NL) – Denis Menard on behalf of Mariette St. Amant, 212 Farah Avenue

The Chair declared the public hearing for Minor Variance Application A-2017-03(NL) to be open.

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

Subject land: 212 Farah Avenue; Plan M29NB Lots 311 and 312, Parcel 7585NND; Town of New Liskeard, City of Temiskaming Shores.

Purpose of the application: The purpose of the application is to permit the construction of 1.83m x 1.83m (6' x 6') covered patio attached to the front of the house. An existing uncovered deck is to be removed and a new deck is to be constructed which will include the proposed covered patio area in front of the door.

The owner is seeking relief from the following requirements of Zoning By-law 2233:

Provision	Zoning By-law 2233	Subject Property
Section 7(2)(f) Building Setback, Front (minimum)	7.5m	4.3m

Statutory public notice: The application was received on March 29, 2017 and was circulated to City staff. Notice of the complete application and the public hearing was advertised in the Temiskaming Speaker on April 12, 2017 in accordance with the statutory notice requirements of the Planning Act. Notice was also mailed to property owners within 60m of the subject land.

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

Meeting Minutes

Wednesday, April 26, 2017

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

The applicant indicated that the covered patio would be 6' x 12', not 6' x 6' as indicated. The Committee decided that, since no public input was received, further public notification was not required and the public hearing could proceed.

The committee considered the following resolution:

Resolution No. 2017-16

Moved By: Robert Dodge

Seconded By: Suzanne Othmer

Whereas the Committee of Adjustment for the City of Temiskaming Shores has considered Minor Variance Application A-2017-03(NL) as submitted by Denis Menard on behalf of Mariette St. Amant for the following lands: 212 Farah Avenue; Plan M29NB Lots 311 and 312; Parcel 7585NND; Town of New Liskeard, City of Temiskaming Shores;

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

- 1) Section 7(2)(e) requires a minimum front building setback of 7.5m. The applicant is requesting 4.3m;

And whereas the Committee of Adjustment for the City of Temiskaming Shores has received the planning report dated April 21, 2017 and has considered the recommendations therein;

Be it resolved that the Committee of Adjustment for the City of Temiskaming Shores approves Minor Variance Application A-2017-03(NL).

Further be it resolved that the following variance be granted:

That the Committee of Adjustment grant relief from Section 7(2)(3) of Zoning By-law 2233 to permit a minimum front building setback of 4.3m;

Subject to the following conditions:

The approval of the minor variance applies only to the 6' x 12' covered front patio as proposed in the application.

For the following reasons:

In the opinion of the Committee:

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

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

Meeting Minutes

Wednesday, April 26, 2017

With the following consideration given to written and oral submissions:

None received.

Carried

6. New Business

None

7. Unfinished Business

None

8. Applications for Next Meeting

Next meeting: Wednesday, May 31, 2017

9. Adjournment

Resolution 2017-06

Moved By: Suzanne Othmer

Seconded By: Robert Dodge

Be it resolved that the Committee of Adjustment meeting be closed at 2:04 pm.

Carried

Carman Kidd
Chair

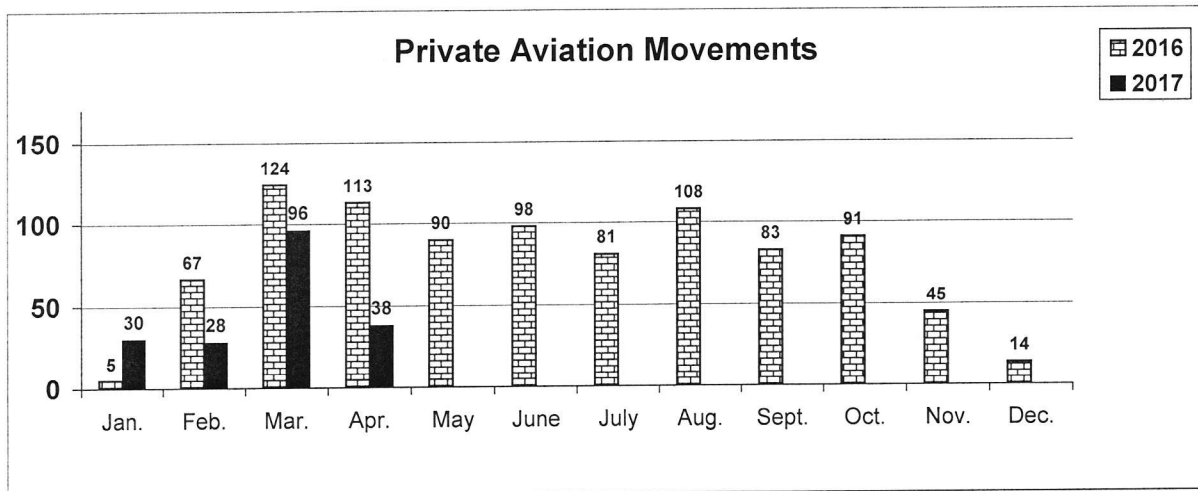
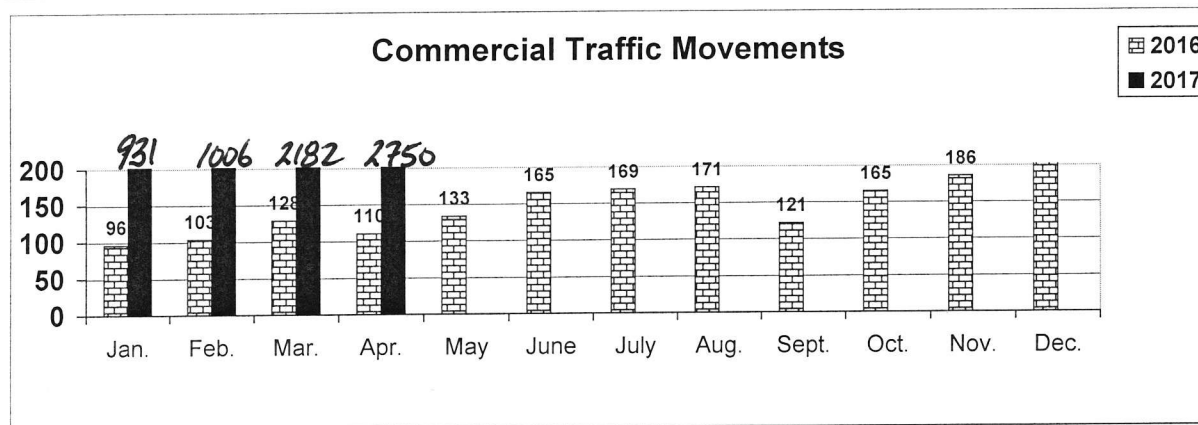
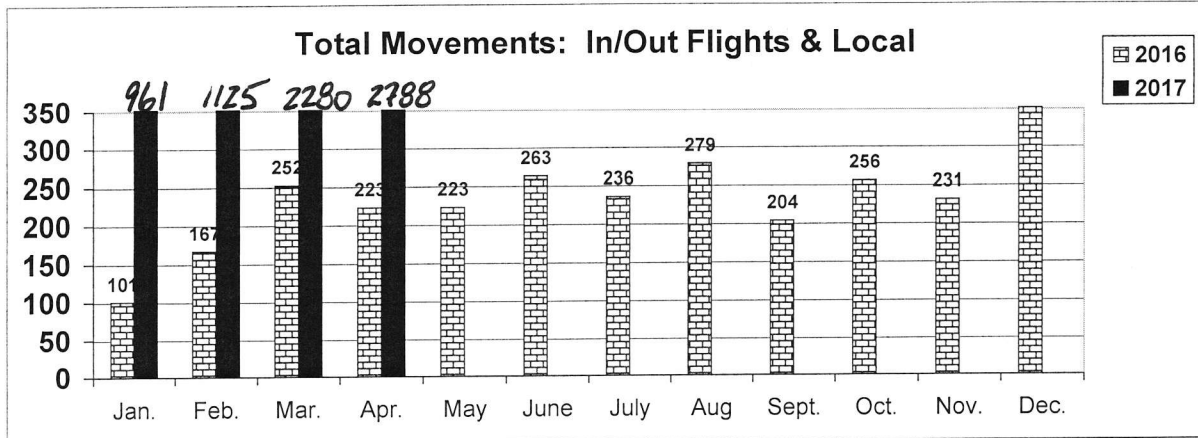
Jennifer Pye
Secretary-Treasurer

EARLTON-TIMISKAMING REGIONAL AIRPORT APRIL 2017

<u>REVENUE</u>	<u>ACTUAL</u>	<u>YTD</u>
Fuel	\$9,851	\$52,023
Operations	\$6,231	\$186,669
	\$16,082	\$238,692
<u>EXPENSES</u>		
Fuel	\$7,815	\$44,621
Operations	\$28,564	\$120,171
Capital Expenses		
	\$36,379	\$164,792
<u>NET PROFIT/LOSS</u>		
Fuel	\$2,036	\$7,402
Operations	-\$22,333	\$66,498
Capital Expenses		
	-\$20,297	\$73,900
<u>FUEL INVENTORY - JET A1</u>	\$ 3,256	
<u>FUEL INVENTORY - AVGAS</u>	\$ 5,313	
<u>FUEL INVENTORY - DIESEL</u>	\$ 2,869	

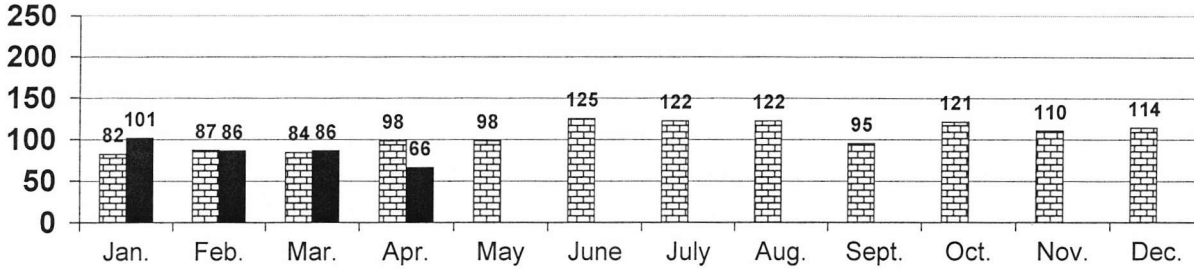
ANNUAL AIRCRAFT MOVEMENTS

AS OF APRIL 30, 2017



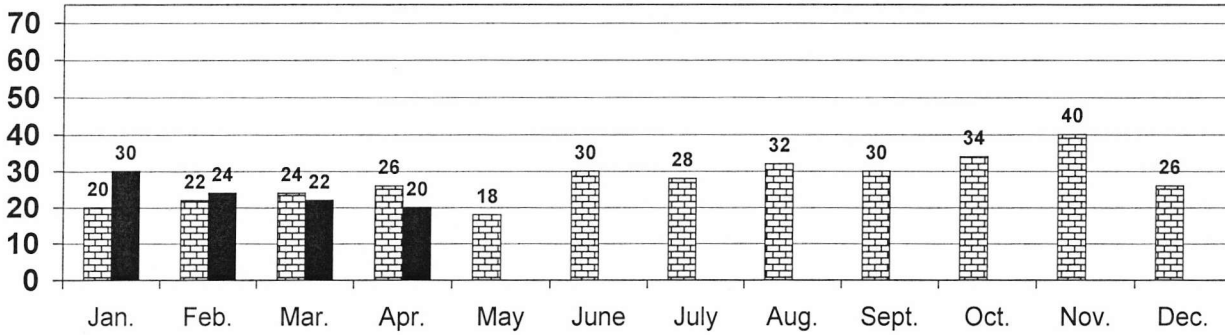
Air Carriers Movements

2016
2017



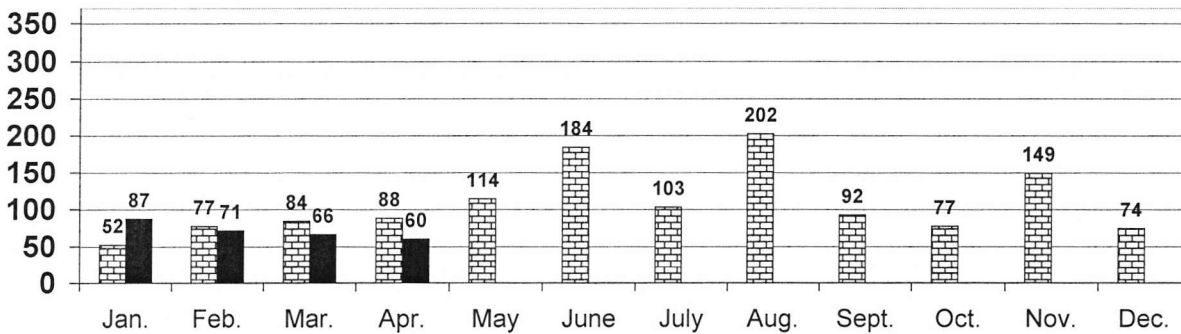
Air Ambulance Movements

2016
2017



Pgrs. via Air Charter

2016
2017



AIRPORT MANAGER'S REPORT APRIL 2017

Tower:

Our Airport was contacted by a group wishing to build a self-support 60 meter tower near Earlington. I told them they would need to look at the Airport Zoning Regulations (AZR) for our Airport, and file the appropriate application with Nav Canada for approval. The tower is to provide wireless internet service to the local area.

Movements:

Aircraft movements for this month are more than we would generally see in a whole year! 2015 was 2388, this April was 2788.

PVI (Program Validation Inspection):

We are busy preparing documentation and records for the upcoming Transport Canada PVI inspection. It is short notice to correct the findings from the independent Quality Assurance Audit that we just had conducted at our facility. We will have Corrective Action Plans (CAPs) in place with timelines that we hope will meet with approval, and are realistic.

Harold Cameron
Earlington-Timiskaming Regional Airport Manager

Community Contribution Summary
2017 Sharing Contribution
Per Capita Contribution - \$9.03

<u>Community</u>	<u>Population</u>	<u>Contribution</u>	<u>Paid</u>
Armstrong	1265	\$11,423	\$11,423.00
Casey	374	\$3,377	
Chamberlain	346	\$3,124	
Charlton and Dack	670	\$6,050	
Coleman	531	\$4,795	\$2,397.50
Englehart	1546	\$13,960	\$13,960.00
Evanturel	464	\$4,190	
Harley	526	\$4,750	
Hilliard	227	\$2,050	\$1,025.00
Hudson	457	\$4,127	
James	474	\$4,280	
Temiskaming Shores	10125	\$91,429	
Thornloe	110	\$993	\$993.00
Total Contributions	17115	\$154,548	\$29,798.50

Donation

Kerns	349	\$3,151	
Total Contributions		\$157,699	\$29,799

As of May 11, 2017

1. CALL TO ORDER

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

2. 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
- Dave Treen, Clerk

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Remove Item: 9.8 Dymond Reservoir upgrades – this item is complete

4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

5. APPROVAL OF AGENDA

Recommendation PW-2017-015

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee agenda for the April 20, 2017 meeting be approved as amended.

Carried

6. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PW-2017-016

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee minutes for the March 16, 2017 regular meeting be adopted as presented.

Carried

7. CORRESPONDENCE

- None

8. PRESENTATIONS

- PW Wilson Road – Dave Treen

The Ministry of Transportation Ontario was requesting clarification on the identification of Wilsons Road off of highway 11 as they have it posted as Sunnyside Road. Dave Treen explained that the City has it currently identified as “Wilsons Road”; however the Civic Addressing of residents is inconsistent. Dave Treen was seeking feedback from the Committee as this Section of Wilson Road (from hwy 11 to Clover Valley) could also be considered an extension of Sunnyside Road as currently posted by MTO.

Recommendation PW-2017-017

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee hereby clarifies the road section between Hwy 11 and Clover Valley opposite Seeds Road is known as Wilson Road.

9. UNFINISHED BUSINESS

9.1 AMEC – New Waste Management Capacity

Previous Discussion:

The Ministry requested AMEC to provide additional information regarding the EA.

Discussion:

AMEC provided the Ministry with Additional information regarding the EA. Steve Burnett provided the replacement contact on file with the pertaining information.

Chris Oslund inquired on the timeframes for the landfill closure and reopening. Steve Burnett indicated that based on the closure plan, the current landill site has 2-3 years

left. Ideally design work would begin in 2017 and ground work to begin in 2018 noted Steve. This item will be included in the 2018 budget. Steve will discuss with AMEC the possibility to work on the preliminary design and estimates.

9.2 Access Control Policy – Entrance Permits

Previous Discussion:

No update.

Discussion:

Dave Treen indicated that it is the property owner's obligation to install the civic 911 addresses. The signs have yet to be installed, noted staff. The City will draft a letter to have the property owner install the signs by a certain date. In the event these signs are not installed municipal staff will order the necessary signs and hardware and have the signage installed. In the event that the municipality is required to install the signage the associated costs will be invoiced to the property owner.

9.3 Lorne Street and FPT 26 lot Subdivision Update

Previous Discussion:

No update.

Discussion:

No update.

9.4 Public Works Staff Training

Previous Discussion:

Doug Walsh provided the following Public Works staff training updates:

- Public Works and Recreation staff completed the propane handling course. Currently looking into the train the trainer course to have one member from the City trained to provide future staff training.
- Plans for a group training day are on-going.
- Upcoming NEO Public Works annual meeting and tradeshow.
- Good Roads school in May.

Discussion:

Doug Walsh provided the following Public Works staff training updates:

- Upcoming OIT course for 2 staff members.
- Upcoming NEO Public Works annual meeting and tradeshow.
- Good Roads school in May.

9.5 Public Works Department Update

Previous Discussion:

Doug Walsh provided the following Department Update:

- An internal candidate was selected to fill the vacancy as a result of a recent retirement.

Discussion:

Doug Walsh provided the following Department Update:

- 2 employees off on a medical leave.
- Recent issues with the sweeper truck.
- Restoration work to commence.

9.6 Full Solid Waste Management Program

Previous Discussion:

Steve Burnett provided the group with an update in regards to Bill 151. The first policy statement to be developed will be on Food and Organic Waste. Steve will continue to provide updates as they become available.

Discussion:

No updates. The 2014 final payment was received. The Committee directed staff to follow up on the remaining payments. Chris Oslund will draft a letter requesting an update on the funds, and final financial statements from the sale.

9.7 Drainage issues – Peter's Road

Previous Discussion:

Design work is on-going. Once the design components are completed a tender will be released, noted Doug Walsh.

Discussion:

Dave Treen indicated that following the drainage act the provisional approval was held. Court of revision is scheduled for May 4, 2017, bearing no appeals the design work can begin.

9.8 Closed Roads / Old Roads

Previous Discussion:

A meeting was scheduled with the Ministry in April to discuss this item.

Discussion:

Mayor Carman Kidd, Chris Oslund and Doug Walsh met with representatives from the MTO via teleconference on April 19, 2017 to discuss Hwy 558 and Lakeview. Doug

noted that there may be opportunities to bundle road resurfacing work with the Ministry's tenders.

9.9 Water Meters

Previous Discussion:

Staff will be presenting an initial project budget and communication strategy at the upcoming Corporate Services Committee meeting.

Discussion:

At the April 18, 2017 regular Council meeting, Council approved moving forward with the water meter pilot project. Steve Burnett indicated that the first steps will require staff to contact the businesses advising of the project and obtaining release forms to allow entry onto the property to carry out the water meter installation. Once the City is in receipt of the release forms; staff can proceed with the preparation and release of the required RFP. Steve anticipates the install of the meters to begin sometime in July.

9.10 STATO Trail

Previous Discussion:

The encroachment permit was received. Work will need to begin by mid-June in order to meet funding timelines. Additional bollards will be installed along the trail.

Discussion:

Doug Walsh provided a verbal update.

9.11 North Cobalt Water Stabilization Project – Update

Previous Discussion:

Received confirmation from ONR to permit open cut.

Discussion:

Work to begin after the long weekend in May. Approvals from the ONR were received. City staff will contact ONR to schedule the work. The City will communicate the road closure with residents.

9.12 2017 Roads Surfacing Program

Previous Discussion:

Staff recently met with Millers to develop a work plan to be presented to Council for approval.

Discussion:

No update.

9.13 Clean Water Wastewater Fund – Update

Previous Discussion:

No update.

Discussion:

The City was in receipt of a Federal update regarding the City’s application to the CWWF funding. The Ministry is currently reviewing the City’s application and anticipating approvals in the coming months. City staff will look into the preliminary steps to the project. The Committee provided the following recommendation.

Recommendation PW-2017-018

Moved by: Mayor Carman Kidd

The Public Works Committee hereby recommends staff prepare for an RFP associated with the design build of the project.

CARRIED

9.14 Temiskaming Shores Infrastructure Upgrades & Gray Road – Update

Previous Discussion:

The project is progressing well, noted Doug Walsh.

Discussion:

Doug Walsh provided an update on the Gray Road project. Doug indicated that there were recent concerns with the pipping, engineers are currently looking into the options. Doug further made the following comments; Locates are now complete, temporary water system on Elm street, the project is approximately 6 to 8 weeks ahead of schedule.

9.15 Pronor Development

Previous Discussion:

This item was discussed at the Protection to Persons and Property Committee.

Discussion:

Steve Burnett provided an update in regards to the Pronor site. Steve indicated that a letter was sent to Pronor detailing the City’s concerns regarding the development and site plan. A meeting was scheduled between the City and Pronor to discuss options to resolve. Pronor Development is currently working with their Engineers to resolve the issues.

9.16 Roads Needs Study

Previous Discussion:

On-going.

Discussion:

On –going. Data coordinates were submitted to the Municipal Data Works for the pilot project.

9.17 Aginco Eagle Landfill Request

Previous Discussion:

No update.

Discussion:

No update. Steve Burnett will follow up.

9.18 WWOTC Proposal

Previous Discussion:

WWOTC is willing to do a presentation on the training services they provide.

Discussion:

No additional information to report

9.19 Winter Maintenance Agreement – Highway 11 B

Previous Discussion:

A draft agreement has been received. A memo will be presented to Council.

Discussion:

No update

9.20 Chamber of Commerce parking lot winter maintenance

Previous Discussion:

City staff met with ONTC and the Chamber to discuss parking lot maintenance.

Discussion:

Yard and parking lot maintenance is required. Public Works staff will grade the laneway in preparation for gravel. Christopher Oslund suggested that staff draft a letter to ONR advising of the cost to repair the laneway and yard maintenance.

10. NEW BUSINESS

- None

11. ADMINISTRATIVE REPORTS

- None

12. CLOSED SESSION

- None

13. NEXT MEETING

The next meeting of the Public Works Committee is scheduled for May 26, 2017 to commence at 8:30 a.m.

14. ADJOURNMENT

Recommendation PW-2017-019

Moved by: Mayor Carman Kidd

Be it resolved that:

The Public Works Committee meeting is adjourned at 10:00 a.m.

Carried

CHAIR

RECORDER

1. CALL TO ORDER

Meeting called to order at 10:07 A.M.

2. ROLL CALL

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

3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Addition Under:
 - 9. D) Haileybury fire Station
 - 10. B) Animal Control
 - Closed Session: Township of Harris Fire Suppression Agreement

4. APPROVAL OF AGENDA

Recommendation PPP-2017-015

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee agenda for the April 21, 2017 meeting be approved as amended.

CARRIED

5. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PPP-2017-016

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee minutes of the March 16, 2017 meeting be adopted as presented.

CARRIED

6. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE

- None

7. DELEGATIONS

- RSM Building Consultants

Owner operator Gerald Moore, of RSM Building Consultants provided an overview on the services offered. RSM Building Consultants is a Registered Code Agency based out of Kitchener Ontario. RSM employs professionals in various building professions; they currently serve approximately 15 Municipalities. A large portion of the work is plan examinations either for large complex buildings or simply to provide assistance to Municipality's when needed.

Gerald circulated a list of staff within the company and outlined their qualifications / specialization. A copy of the company's fee breakdown was also circulated. Gerald further indicated that there are no fees associated to having the service available; fees would apply only when the service is used. Appointment would need to be made through Council in order to have the service available. The City anticipates using RSM Building Consultants for backup or complex development projects.

The Protection to Persons and Property Committee directed staff to draft an agreement and present to Council for consideration.

8. CORRESPONDENCE

- None

9. FIRE AND EMERGENCY SERVICES

a) Monthly Activity Report

The Fire Chief discussed the following items:

- A total of 3 Emergency Responses during the month of March
- 21 Inspections conducted throughout the month of March
- 14 public education and training sessions
- Five members of the department attended the Northeastern Fire Education Conference
- 2 appointments at the last Council meeting. Currently reviewing an applicant for the Dymond Station.

b) Emergency Preparedness Week – Update

The Fire Chief provided an overview on the various events taking place during the upcoming Emergency Preparedness Week. Plans are well underway and we are anticipating a good turnout, noted the Fire Chief.

c) Township of Harris Fire Suppression Agreement – Discussion

City staff are proposing to schedule a meeting with the Township of Harris on May 23rd, 2017 to discuss the Harris Township Fire Suppression Agreement. Chris Oslund was seeking recommendation to appoint members to the negotiations Committee. A copy of the financial breakdown will be distributed and discussed in closed session.

Recommendation PPP-2017-017

Moved by: Councillor Mike McArthur

The Protection to Persons and Property Committee hereby appoints Mayor Carman Kidd and Councillor Doug Jelly to the Negotiations Committee for the Township of Harris Fire Suppression Agreement.

d) Haileybury Fire Station

As a result of the recent decision to withdraw the offer to purchase 685 View Street due to the significant structural upgrades required to retrofit the Building as a Fire Station and meet the requirements of the Ontario Building Code as a Post Disaster Relief facility. The Fire Chief suggested that an Adhoc Committee be established to review the next steps for the Haileybury Fire Station. The Committee agreed that Councillors Mike McArthur, Doug Jelly and Mayor Carman Kidd will be appointed to the Adhoc Committee. Chris Oslund and Mayor Carman Kidd will schedule a meeting with the Adhoc Committee.

10. BUILDING / BY-LAW

a) 2016 Annual Building and Statistics Report

Clayton Seymour distributed and provided an overview on the 2016 Annual Building and Statistics Report. A copy of the report was presented to Council at the regular Council meeting on April 18, 2017. Councillor Mike McArthur suggested that the media be provided with a copy of the report to do a story on the recent development within the City of Temiskaming Shores. A copy of the report can be accessed through the City's website.

b) Animal Control

Work on the draft RFP for the Animal Control Contract is underway, noted The Fire Chief. Staff will present a copy of the RFP at the next Committee meeting and following Council meeting.

11. COMMUNITY GROWTH & PLANNING

a) Zoning By-law – Update

The Planner provided a Zoning By-Law update. The Planner is anticipating the first public hearing will be held at the end of May and on track for approval by the end of August.

12. ADMINISTRATION REPORTS

- None

13. CLOSED SESSION

Recommendation PPP-2017-018

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee convenes into closed Session at 11:09 a.m. to discuss the following matter:

- a. Under Section 239 (2) (e) of the Municipal Act, 2001 – Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

- ProNor Developments

- b. Under Section 239 (2) (a) of the Municipal Act, 2001 – The security of the property of the municipality or local board

- Harris Fire Suppression Agreement

CARRIED

Recommendation PPP-2017-019

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee rise with report at 11:39 a.m.

CARRIED

- Council provided direction to staff

14. SCHEDULE OF MEETINGS

The next Protection to Persons and Property Committee meeting is scheduled for May 25, 2017 starting at 1PM.

15. ADJOURNMENT

Recommendation PPP-2017-020

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee meeting is adjourned at 11:45 A.M.

CARRIED

CHAIR

RECORDER

Subject: Peters Road Municipal Drain – By-law
No. 2017-016 (3rd reading)

Agenda Date: June 6, 2017
Report No.: CS-027-2017

Attachments

Appendix 01: Minutes of the Court of Revision (May 4th, 2017)

Note: By-law No. 2017-016 was not attached to this report due to its size.

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-027-2017;
2. That Council agrees to provide third and final reading to By-law No. 2017-016 being a by-law to provide for a drainage works in the City of Temiskaming Shores in the District of Timiskaming known locally as the Peters Road Municipal Drain at the June 6, 2017 Regular Council meeting; and
3. That Council directs K. Smart Associates to prepare and release the necessary Tender Documents for the drainage works as detailed in By-law No. 2017-016.

Background

The *Drainage Act* provides the legislative vehicle for the construction and management of many of the communal drainage systems in rural Ontario. The local municipality is responsible for the management of the drainage systems located within their municipal boundaries and the cost of work is assessed to the landowners in the watershed of the drain.

The Roads Authority (City of Temiskaming Shores) submitted a *Petition for Drainage Works* dated June 17, 2015 to consider a municipal drain due to increased agricultural activity and/or modifications to agricultural lands has increased water runoff to Peters Road.

Council retained the services of K. Smart Associated Ltd. through By-law No. 2015-184 for engineering services related to the Design and Contract Administration for the Peter's Road Municipal Drain.

A Public Hearing to permit affected property owners the opportunity to speak to the technical aspects of the Final engineer's report was held as part of the February 7, 2017 Regular Council meeting. Subsequently Council provided endorsement of the drainage works through Provisional approval (1st and 2nd reading) of By-law No. 2017-016.

Analysis

Subsequent to Provisional approval all assessed owners were sent a Notice of Sitting of the Court of Revision scheduled for May 4, 2017 at 6:00 pm at City Hall. **Appendix 01 – Minutes of the Court of Revision** meeting indicates that there were no public in attendance at the hearing and no appeals were filed with the Municipal Clerk.

Upon discussions with the engineer, Neal Morris of K. Smart Associates Ltd., the next step in the appeal process would be to the Tribunal; however based on the Public meeting held on February 7, 2017 and the Court of Revision held on May 4, 2017 the drainage works can proceed to the Tendering process. Prior to release the Tender it is recommended that By-law 2017-016 receive third and final reading by Council.

Financial / Staffing Implications

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

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

Staff implications are limited to normal staff responsibilities.

Alternatives

No alternatives were considered in the preparation of this report.

Submission

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

David B. Treen, CET
Municipal Clerk

Shelly Zubyck, CHRP
Director of Corporate Services (A)

Christopher W. Oslund
City Manager



The Corporation of the City of Temiskaming Shores

Court of Revision Hearing

Peters Road Municipal Drain

Thursday, May 4, 2017

6:00 P.M.

City Hall Council Chambers – 325 Farr Drive

Minutes

1. Call to Order

The meeting was called to order by Municipal Clerk, David B. Treen at 6:01 p.m.

2. Roll Call

Members: Carman Kidd, Mayor – Temiskaming Shores; Doug Jelly – Councillor – Temiskaming Shores; Ron Sutton, Councillor – Township of Harris

Present: David B. Treen, Municipal Clerk; Neal Morris, Consultant - K. Smart and Associates (via telephone)

Regrets: None

Media: None

Members of the Public Present: 0

3. Appointment of Chair

Motion No. 2017-COR-001

Moved by: Doug Jelly

Be it resolved that Carman Kidd is hereby appointed as Chair for the Court of Revision.

Carried

4. Approval of Agenda

Motion No. 2017-COR-002

Moved by: Doug Jelly

Be it resolved that Court of Revision approves the agenda as printed.

Carried

5. Notice of the Sitting of the Court of Revision

Chair Carman Kidd indicated that the hearing of the Court of Revision this evening has been scheduled for the purpose of hearing appeals in regards to the proposed Peters Road Municipal Drain.

The Court of Revision acknowledges that the *Notice of the Sitting of the Court of Revision* was sent to all properties assessed for the construction of the Peters Road Municipal Drain via regular mail on March 24, 2017 in accordance with the *Drainage Act*, being not less than 20 days of this hearing and that appeals to the Court of Revision may submitted on the following grounds:

- Any land or road has been assessed an amount that is too high or too low;
- Any land or road that should have been assessed has not been assessed; and/or
- Due consideration has not been given to the use being made of the land.

6. Appeal Notices

Chair of the Court of Revision acknowledged that no appeals have been filed with the Municipal Clerk against the Peters Road Municipal Drain at least 10 days in advance of the date for the Court of Revision hearing being today May 4, 2017.

7. Consideration of Appeals

The Chair noted that although no appeals were received the Court may agree to hear an appeal if so inclined. Since there were no public present at the hearing there were no appeals to be considered.

8. Closed Session

None

9. **Adjournment**

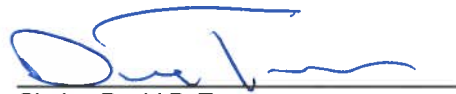
Motion No. 2017-COR-003

Moved by: Ron Sutton

Be it resolved that the Court of Revision hearing adjourns at 6:13 p.m.

Carried


Chair – Carman Kidd


Clerk – David B. Treen

Subject: Appointment of Fence Viewers -
Amendment to By-law No. 2005-122

Agenda Date: June 6, 2017
Report No.: CS-028-2017

Attachments

Appendix 01 – Draft By-law to amend By-law No. 2005-122 (Fence Viewers)

Recommendations

It is recommended:

1. That Council of the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-028-2017;
2. That Council directs staff to prepare the necessary by-law to amend By-law No. 2005-122 being a by-law to establish a Service Delivery Program under the Line Fences Act and appoint fence viewers for consideration at the June 6, 2017 Regular Council meeting.

Background

The *Line Fences Act* is legislation to provide an arbitration process for the resolution of line fence disputes between the owners of adjoining properties. A line fence is a fence that marks the boundary between properties and is often referred to as boundary or division fence. The Act **does not** deal with disputes about fences that are not on a boundary line.

The arbitration process is applicable when an owner and adjoining owner are unable to reach agreement for the cost sharing for the installation of or reconstruction/repair of a division fence. In such cases, an owner can request that a municipality assign “fence-viewers” (3 required per viewing) to resolve the dispute and issue a decision which is called an “award” and are only authorized to address the apportionment responsibility for the fencing work or description of the fence that is to be constructed including materials to be used.

By-law No. 2005-122 is a by-law to establish a Service Delivery Program under the *Line Fences Act* for the appointment of fence-viewers for dispute resolution under the Act.

Analysis

A ratepayer attended the Clerk’s Office in the fall of 2016 outlining a desire to establish a boundary fence in the urban area of North Cobalt and is of the opinion that the adjoining owner is not willing to consider assisting with the costs for the installation.

Staff reviewed the *Line Fences Act* as well as By-law No. 2005-122 with the objective of determining the obligations of the municipality under the legislation arbitration process.

By-law No. 2005-122 contains seven (7) individuals appointed as fence viewers; however only two (2) are still employed by the City, one (1) is currently on medical leave and Mayor Kidd was appointed in 2005 as a resident.

In order to deal with the existing request for a division fence it is recommended that Council direct staff to prepare the necessary by-law to amend By-law No. 2005-122 to appoint additional individuals as fence viewers for consideration at the June 6, 2017 Regular Council meeting.

Appendix 01 – Draft amending By-law identifies the removal of certain individuals and the appointment of Clayton Seymour, Chief Building Official; Steve Langford, Fire Prevention Officer and Tim Goodyear, By-law Enforcement Officer to the list of Fence Viewers.

It should be noted that the Ministry of Municipal Affairs and Housing has offered to provide training to the fence viewers.

Financial / Staffing Implications

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

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

The applicant is required to pay a fence viewing fee of \$100. Staff implications are limited to normal administrative duties.

Alternatives

Staff is considering alternative options in consultation with the Ministry of Municipal Affairs and Housing; however since an application has been submitted the current process must be used.

Submission

Prepared by:

Reviewed by:

Reviewed and submitted for Council’s consideration by:

“Original signed by”

“Original signed by”

“Original signed by”

David B. Treen
Municipal Clerk

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

The Corporation of the City of Temiskaming Shores

By-law No. 2017-000

Being a by-law to amend By-law No. 2005-122, as amended, a by-law to establish a Service Delivery Program under the Line Fences Act in order to appoint an Alternate Fence Viewer for the City of Temiskaming Shores

Whereas Section 2 of the *Municipal Act* requires municipalities to deliver and participate in provincial programs and initiatives;

And whereas The *Line Fences Act* requires local Councils to enact a by-law to establish a service delivery program as described under the Act;

And whereas Council adopted By-law No. 2005-122 to establish a service delivery program as described under the Act;

And whereas Section 3 of the *Line Fences Act* requires that the Council of every local municipality appoint such number of fence-viewers as are required to carry out the provisions of the Act;

And whereas Council considered Administrative Report No. CS-028-2017 at the June 6, 2017 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2005-122 to appoint and remove Fence Viewers for consideration at the June 6, 2017 Regular Council meeting;

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

1. That Council for the City of Temiskaming Shores hereby amends By-law No. 2005-122 by removing **Norm Desjardins, Carman Kidd, Phillip Alexander, Gerald Walker** and **Mathew Del Monte** as Fence Viewers;
2. That Council for the City of Temiskaming Shores hereby amends By-law No. 2005-122 by appointing **Tim Goodyear**, in his capacity as By-law Enforcement Officer; **Steve Langford**, in his capacity as Fire Prevention Officer and **Clayton Seymour**, in his capacity as Chief Building Official, as Fence Viewers for the City of Temiskaming Shores.

Read a first, second and third time and finally passed this 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

Memo

To: Mayor and Council
From: Timothy H. Uttley, Fire Chief/CEMC
Date: June 6, 2017
Subject: Animal Control and Pound Services RFP
Attachments: Appendix 01 – Draft Animal Control and Pound Services RFP

Mayor and Council:

On December 31, 2017 the City's Agreement (By-law No. 2012-187) with Prodigal Pets (operating as Temiskaming Animal Care and Control) for the Provision of Animal Control and Pound Services will expire.

Based on discussions at a recent Protection to Persons and Property Committee meeting held on May 25, 2017, a draft Request for Proposals (RFP) for Animal Control and Pound Services was reviewed and discussed. The Committee provided their remarks and comments which were incorporated into the RFP and has requested that the RFP be submitted to Council for consideration and release.

Based on the above, the following is being recommended to Council for consideration:

1. That Council acknowledges receipt of Memo 004-2017-PPP, more specifically Appendix 01 – Request for Proposal (PPP-RFP-002-2017) Animal Control and Pound Services; and
2. That Council directs staff to release the Request for Proposal (PPP-RFP-002-2017) for Animal Control and Pound Services with the closing date of Thursday, June 29th, 2017.

I would like to thank Council for your consideration.

Prepared by:

Reviewed and submitted for
Council's consideration by:

“Original signed by”

“Original signed by”

Timothy H. Uttley
Fire Chief/CEMC

Christopher W. Oslund
City Manager



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City of Temiskaming Shores Request for Proposal

PPP-RFP-002-2017

Animal Control and Pound Services

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



Objective

The overall objective of the Request for Proposal is to secure a qualified contractor to provide Animal Control and Pound Services for the Corporation of the City of Temiskaming Shores. It is the intent of the City of Temiskaming Shores to enter into a three year Agreement with a qualified contractor for the provision of Animal Control and Pound Services.

Acknowledge **Yes** **No** Comments: _____

Background

The City of Temiskaming Shores requires Animal Control and Pound Services for the Municipality in accordance with the provisions of the City's Animal Control By-law as amended and, but not limited to, The Animals for Research Act, The Dog Owners Liability Act, The Pounds Act, The Provincial Offences Act, The Municipal Act, and as well, any regulations passed thereunder as amended from time to time. These Provincial Statutes contain certain provisions relating to animals, including provisions enabling municipalities to pass by-laws relating to animals.

Acknowledge **Yes** **No** Comments: _____

Definitions

The Corporation of the City of Temiskaming Shores shall hereinafter be referred to as the City.

Submissions

To receive consideration, proposal must be submitted on the forms supplied, written in ink, and delivered to the City of Temiskaming Shores no later than **2:00 pm local time on Thursday, June 29, 2017** and addressed as follows:

City of Temiskaming Shores

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

Attn: David B. Treen, Clerk "**PPP-RFP-002-2017 Animal Control and Pound Services**"

- Late Proposals will not be accepted;
- Proposals by fax or email will not be accepted;
- Partial Proposals are not accepted;
- The City reserves the right to accept or reject any or all Proposals, to waive informalities, irregularities or other deficiencies in any Proposal and to accept a Proposal which does not conform strictly to the requirements of the Proposal documents;
- The City reserves the right to accept any Proposal it considers advantageous;
- The City recognizes that "**best value**" is the essential part of purchasing a product and/or service and therefore the City may prefer a Proposal with a higher price, if it offers greater value and better serves the City's interests, as determined by the City, over a Proposal with a lower price. The lowest priced proposal will not necessarily be accepted and the City's decision shall be final.



- The City reserves the right to enter into negotiations with a Contractor and any changes to the Proposal that are acceptable to both parties will be binding.
- The City reserves the right, at its sole discretion, to disqualify any Proponent for past work history or reputation.
- The Proposals shall be valid for 30 (thirty) days from submission date.
- Any agency or person submitting a proposal for Animal Control and Pound Services will be required to provide a presentation of their proposal to the City's selection committee. After the closing date for submissions, the City will contact each agency or person who submitted a proposal and schedule the date and time for delivery of their presentation.

Acknowledge **Yes** **No** Comments: _____

Questions

Any questions with respect to the Request for Proposal are to be directed to:

Timothy H. Uttley, C.E.M.C.

Fire Chief

City of Temiskaming Shores

325 Farr Drive

Temiskaming Shores, ON P0J 1K0

Phone: (705) 672-3363 ext. 4701

Fax: (705) 647-8297

tuttley@temiskamingshores.ca

Introduction

Located at the head of Lake Temiskaming, Temiskaming Shores is located in North-eastern Ontario, near the Quebec border. Temiskaming Shores covers 163.32 km² and has a population of approximately 9,920. The former Towns of Haileybury, New Liskeard and the Township of Dymond amalgamated in January 2004 to become the City of Temiskaming Shores, which is a single tier municipality.

Period of Contract

The period of contract for the provision of Animal Control and Pound Services will be for two (2) years from January 1st, 2018 to December 31, 2019, with an option for an additional one (1) year subject to negotiations favourable to all parties, in accordance to the following: The annual renewal shall be subject to:

- a) Changes in current work alignment and policy within the City of Temiskaming Shores.
- b) Satisfactory performance of the contractor.
- c) Availability of funds.
- d) Successful negotiations and mutual agreement between the City and the contractor.

Acknowledge **Yes** **No** Comments: _____



Commitment to Negotiate

The successful respondent shall execute any documentation, drafted in accordance with the terms of the successful respondent's proposal and any subsequent negotiations, within thirty (30) days of the date of notification of the successful respondent's selection.

Respondents not initially selected as the successful respondent hereby commit themselves, subject to notification by the City to execute documentation as aforesaid up to sixty (60) days following the date of submission of their proposals.

Acknowledge **Yes** **No** Comments: _____

Form of Proposal

The Proposal shall include:

- All pages of this Request for Proposals, without alteration;
- All addenda that have been issued;
- All Proposal Requirements of this Request for Proposals.

The Proposal shall be typed or written in ink. It shall contain original signatures where required. The Proposal shall be made upon the Form of Proposal provided. The prices quoted shall be valid for a period of sixty (60) days from the closing time. Faxed or emailed Proposals will not be accepted.

Acknowledge **Yes** **No** Comments: _____

Insurance

The contractor must agree to maintain a minimum of \$2,000,000.00 in vehicle liability insurance and \$2,000,000.00 of contractor's liability insurance. A copy of the Certificates of Insurance must be provided with the proposal.

Acknowledge **Yes** **No** Comments: _____

Workers Compensation Board Certification

The successful bidder must be certified and in good standing with the Workers Compensation Board. Proof of certification must be supplied with the bid. A bidder that is not certified must provide written confirmation that the Contractor and their employees are not subject to Workplace Safety Insurance.

Acknowledge **Yes** **No** Comments: _____

Payment Terms

The City shall pay the contractor, upon receipt of all required information in accordance to the agreement, the monthly contract amount by the 28th day of each month.

Acknowledge **Yes** **No** Comments: _____



Conflict Resolution

This Agreement is based upon mutual obligation of good faith and fair dealing between the parties in its performance and enforcement. Accordingly, both parties, with a commitment to honesty and integrity, agree to the following:

- That each will function within the laws and statutes that apply to its duties and responsibilities; that each will assist in the other's performance; that each will avoid hindering the other's performance; that each will work diligently to fulfill its obligations; and that each will cooperate in the common endeavor of the contract.
- Both parties to this Agreement shall attempt to resolve all claims, disputes and other matters in question arising out of or relating to this Agreement or breach thereof first through negotiations between the Engineer or representative and the City or representative by means of discussions built around mutual understanding and respect.
- Failing resolution by negotiations, all claims, disputes and other matters in question shall attempt to be resolved through mediation, under the guidance of a qualified mediator.
- Failing resolution by mediation, all claims, disputes and other matters in question shall be referred to arbitration.
- No person shall be appointed to act as mediator or arbitrator who is in any way interested, financially or otherwise, in the conduct of the work on the Project or in the business or other affairs of either the City or the Engineer.
- The Award of the arbitrator shall be final and binding upon the parties.
- The provisions of the *Arbitration Act, 1991 S.O. 1991, Chapter 17* shall apply.

Acknowledge **Yes** **No** Comments: _____

Provisions and Specifications of Services

As a Poundkeeper, the Contractor shall provide, at least thirty (30) days prior to the start of the contract, a certified (inspected) pound pursuant to the Animals for Research Act R.S.O. 1990 c. A.22, as amended from time to time. This pound shall serve as the municipal pound for receiving and caring for animals, and for the burial, euthanizing or cremation of dead animals. The Contractor shall also provide at his or her own expense all labour, vehicles, tools and equipment, etc. for the performance of such work. The bidder shall provide verification of the location of the pound and the most current Pound Inspection Report with their proposal.

Acknowledge **Yes** **No** Comments: _____

Hours of Operation

The Contractor shall provide a minimum of one (1) Animal Control Officer on duty with vehicle and equipment as required, on those days and times as follows:

Normal Hours of Operation – Animal Control Services

Days	Minimum Requirements
Monday to Friday	8:30 a.m. to 4:30 p.m.
Saturday	Closed (Emergency Calls Only)



Sunday	Closed (Emergency Calls Only)
Statutory Holidays	Closed (Emergency Calls Only)

Normal Hours of Operation – Pound Services

Days	Minimum Requirements
Monday to Friday	8:00 a.m. to 6:00 p.m. by appointment.
Saturday	8:00 p.m. to 6:00 p.m. by appointment.
Sunday	Closed (Emergencies Only)
Statutory Holidays	Closed (Emergencies Only)

After Hours Service

The Contractor agrees to provide the following services to the City at such times of the day outside of the normal hours of operation:

- a) Response to calls within the geographic boundaries of the City of Temiskaming Shores with respect to injured dogs and/or cats that require emergency treatment;
- b) Response to calls within the geographic boundaries of the City of Temiskaming Shores involving vicious dog or vicious cat at large complaints;
- c) Respond to requests for assistance from the City’s By-law Enforcement Officer or the Ontario Provincial Police;
- d) The supply of an Animal Control Officer, vehicle and equipment as may be required to respond to any such calls as noted above.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall carry out the duties of Poundkeeper and operate the Pound in accordance with the provisions of the City’s Animal Control By-law; The Animals for Research Act; The Dog Owner’s Liability Act; Protection of Livestock and Poultry from Dogs Act; The Livestock, Poultry and Honey Bee Protection Act; The Pounds Act; The Provincial Offences Act; The Municipal Act, as well as any other regulations passed thereunder.

Acknowledge **Yes** **No** Comments: _____

The pound facility must be capable of housing a minimum of five (5) dogs and five (5) cats.

Acknowledge **Yes** **No** Comments: _____

Care and cleanliness within the pound shall comply with the standards prescribed by the Animals for Research Act and shall be inspected by the Ontario Ministry of Agriculture and Food, Animal Industry Branch Inspectors. Copies of all Animal Industry Branch Inspector reports carried out during the term of the agreement will be required to be forwarded to the City within seven (7) days of the inspection.

Acknowledge **Yes** **No** Comments: _____



The contractor shall maintain a complete record of all Pound Services as stipulated under the Animals for Research Act – Regulation No. 23, Pounds, and submit a detailed Monthly Pound Services Report to the City by the 15th day of the next month.

The Contractor may put up for adoption any animal in the Contractor’s care after expiration of the redemption period. In such case, the Contractor shall be responsible for the cost or care of the animal from the date of impound.

Acknowledge **Yes** **No** Comments: _____

In the event a dog or cat is adopted by a resident of the City then the Contractor agrees to sell a license to the new owner pursuant to the Animal Control By-law and record the name, address, telephone number and impound number

Acknowledge **Yes** **No** Comments: _____

The Contractor may arrange for euthanasia and dispose of impounded animals that have not been claimed, in accordance with the Animal Control By-law and The Animals for Research Act.

Acknowledge **Yes** **No** Comments: _____

Assist the City in providing a program of humane services for the residents of the City of Temiskaming Shores by receiving, accepting and euthanizing any animal released to the City for euthanasia purposes.

Acknowledge **Yes** **No** Comments: _____

The Contractor agrees to provide for the legal disposal of animals.

Acknowledge **Yes** **No** Comments: _____

In the event a dead animal cannot be buried or otherwise disposed of immediately, freezing is permitted in an approved freezing appliance. Frozen cadavers shall be maintained at a constant temperature not higher than -5 degrees Celsius.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be responsible for the care, feeding, impounding and quarantining of all animals placed in its care and for the payment of supplies, materials and equipment for the provision of such care and feeding.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be responsible to issue Provincial Offence Notices to those persons who have violated the Animal Control By-law and appear in Provincial Court to give evidence regarding infractions of the Animal Control By-law or any associated provincial legislation, including but not limited to, The Animals for Research Act, The Dog Owners Liability Act, The Pounds Act, The Provincial Offences Act, The Municipal Act, as well, any regulations passed thereunder as amended.

Acknowledge **Yes** **No** Comments: _____



The Contractor shall respond to and independently investigate complaints from the public in connection with dogs or cats running at large, making unnecessary noise, or vicious dog or vicious cat at large complaints.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be required to co-operate with other enforcement agencies, as directed, in dealing with domestic animals.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be required to maintain a complete record of Animal Control Services, including but not limited to a Monthly Animal Control Activity Report and a Monthly Occurrence Report to be submitted to the City on or before the 15th day of the next month. The Contractor shall also be responsible to provide additional records and/or reports as required from time to time by the City.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be required to provide patrols for a minimum of ten (10) hours per week and complete a Monthly Record of Patrols to be submitted to the City on or before the 15th day of the next month.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be required to pro-actively sell dog and cat tags in accordance with the City's Animal Control By-law. The Contractor shall be required to keep a detailed record of all dog and cat tags sold including where the tag was sold and then remit a Record of Monthly Collections on or before the 15th day of each month. Method of sale may include but is not limited to appointing License Agents, door-to-door sales, public service announcements, mail outs, website, kiosks etc. The contractor shall also be eligible to receive two (\$2) dollars from the sale any dog or cat tags sold by the contractor.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall provide within 120 days of the start of the contract, a Police Vulnerable Sector Check which satisfies the City for each Animal Control Officer employed by the Contractor and appointed by the City.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall provide to the City prior to the start of the contract, proof of completion of Accessible Customer Service Training for each Animal Control Officer employed by the Contractor and appointed by the City.

Acknowledge **Yes** **No** Comments: _____

Animal Control Officer/s will be required to wear uniforms while in performance of their duties identifying the Officer/s as an Animal Control Officer. The cost of the uniforms shall be included in the contract. Uniforms must be maintained in an appropriate manner.

Acknowledge **Yes** **No** Comments: _____



The contractor shall be responsible for all required training for all Animal Control Officers.

Acknowledge **Yes** **No** Comments: _____

The Contractor shall be required from time-to-time to assist the City with public education efforts and activities such as public speaking events, school visits, and other public engagements as requested by the City. The Contractor shall also serve as a resource person for inquiries regarding the Animal Control By-law and other laws pertaining to animals, and also participate in the development of programs as may be requested.

Acknowledge **Yes** **No** Comments: _____

Minimum Qualifications and Experience

The Contractor shall have the following minimum qualifications and experience:

- Must possess excellent verbal and written communication skills;
- Ability to communicate with the public and handle difficult situations with diplomacy;
- Demonstrate excellent administrative and note-taking skills;
- Proven ability to prepare comprehensive reports as required;
- Ability to interpret various legislation and to use discretion when receiving complaints and performing routine investigations;
- Ability to handle animals safely and humanely;
- Ability to work effectively without direct supervision in a manner to ensure their own safety;
- Ability to analyze the situation presented, identify the potential source of the problem, and to problem solve;
- Ability to stay calm in stressful situations;
- Knowledge of and ability to enforce the City’s Animal Control By-law, as well as, all associated municipal policies, procedures and directives as amended from time to time;
- An understanding and ability to apply all related provincial legislation, including but not limited to, The Animals for Research Act, The Dog Owners Liability Act, The Municipal Act, The Pounds Act, The Provincial Offences Act, and as well as any regulations passed thereunder and amended;
- An understanding and familiarity of Court proceedings, knowledge of, and demonstrated ability to apply applicable sections of the Provincial Offences Act;
- Acquired investigative skills in the areas of identifying, collecting and preserving evidence, including, but not limited to, conducting interviews, making notes and presenting evidence at court proceedings;
- Knowledge, appreciation and ability to appropriately use the privileges conferred in the role of Peace Officer;
- Be physically capable of performing duties of Animal Control Officer.

Acknowledge **Yes** **No** Comments: _____



Creation and Nature of Relationship

The City will appoint the Contractor and his designated Animal Control Officers as Municipal Law Enforcement Officers.

This Agreement is an Agreement for services to be rendered to the City as an independent Contractor, and the parties have not created and do not intend to create by this Agreement or any subsequent renewals or extension thereof, a joint venture, partnership or employee relation between them.

Acknowledge **Yes** **No** Comments: _____

Nature of Request for Proposal

This RFP does not constitute an offer of any nature of kind whatsoever by the City to the respondent.

Acknowledge **Yes** **No** Comments: _____

Preparation of Proposals

All costs and expenses incurred by the respondent relating to the preparation of its proposal will be borne by the respondent. The City is not liable to pay for such costs and expenses, or to reimburse or to compensate the respondent in any manner whatsoever for such costs and expenses under any circumstances, including the rejection of any or all proposals or the cancellation of this RFP.

Acknowledge **Yes** **No** Comments: _____

Amendments

The City may modify, amend or revise any provision of this RFP or issue any addenda at any time. Any modification, amendment, revision or addenda will be in writing and will be provided to all respondents. The City reserves the right to vary the scope of work prior to the award of the contract. The City reserves the right to withdraw this Request for Proposal without notice.

Acknowledge **Yes** **No** Comments: _____



City of Temiskaming Shores
PPP-RFP-002-2017
Animal Control and Pound Services
PPP-RFP-002-2017

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, _____
(Registered Company Name/Individuals Name)

Of, _____
(Registered Address and Postal Code)

Business:

Phone Number (____) - _____

Fax Number (____) - _____

We/I hereby offer to enter into an agreement to provide Animal Control and Pound Services for the Corporation of the City of Temiskaming Shores, as required in accordance to the proposal for a price of:

Lump sum price \$ _____

HST \$ _____

Total price \$ _____



Proposal Evaluation Criteria

An evaluation team consisting of key municipal staff will conduct the evaluation of proposals.

The City of Temiskaming Shores reserves the right in its evaluation of the proposal to consider all pertinent criteria whether or not such criteria are contained in the Request for Proposals.

City Proposal Evaluation Criteria			Maximum Total Points
	Weight	Points	
Qualifications, Expertise and Performance			
Animal Control Services Experience	20	10	200
Direct experience the City has had with the contractor	10	10	100
Training documentation	5	10	50
15%			
Ability to Meet Specifications and Quality Workmanship			
Completeness, accuracy and overall presentation	5	10	50
Ability to meet or exceed provisions and specifications of services.	10	10	100
Minimum of three (3) references required.	5	10	50
35%			
Maintenance/Service/Repair/Delivery			
Availability of key staff.	5	10	50
Quality of customer service.	10	10	100
30%			
Estimated Fees and Disbursements			
Cost estimates are evaluated for completeness and lowest is scored 10 points, next 8 points, etc. If more than 5 proposals, then only 5 lowest Bids are to receive points, and the remaining higher Bids will be given 0.25 points. Prices within a small differential will be scored as equal.	30	10	300
20%			

Bidder's Name: _____

Evaluator: _____

Date: _____

Total Points: _____



City of Temiskaming Shores

PPP-RFP-002-2017

Animal Control and Pound Services

Non Collusion Affidavit

I/ We _____ the undersigned am fully informed respecting the preparation and contents of the attached quotation and of all pertinent circumstances respecting such bid.

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

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

The price or prices quoted in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

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

Signed _____

Company Name _____

Title _____



City of Temiskaming Shores

PPP-RFP-002-2017

Animal Control and Pound Services

Conflict of Interest Declaration

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no *(strike out inapplicable portion)* knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at _____ this _____ day of _____, 2017

Firm Name: _____

Bidder's Authorized Official: _____

Title: _____

E-mail: _____

Signature: _____

Subject: Tender Award – STATO Trail Extension **Report No.:** PW-010-01-2017
(Highway 65 East / Grant Drive) **Agenda Date:** June 6, 2017

Attachments

- Appendix 01:** Request for Tender - RS-RFT-001-2017
Appendix 02: Results of Tender Opening
Appendix 03: Administrative Report PW-010-2017

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Supplementary Administrative Report No. PW-010-01-2017 particularly Appendix 02 being the Results of the Tender Opening and Appendix 03 being the original Administrative Report No. PW-010-2017;
2. That as per Request For Tender, RS-RFT-001-2017, Section 9, *Cancellation of Contract*, Council wishes to exercise its right to discontinue this Tender process and not move forward with the awarding of this contract;
3. That Council directs Staff to reissue a Request for Proposal that also includes the additional work to be completed on the STATO Trail, on Laurette Street from Crystal Crescent to Dymond Recreation Park (Ball Fields), to complete this portion of the Trail into the Dymond area; and
4. That an Administration Report and the necessary by-law and agreement for the completion of the said works be presented for Council's consideration at the Regular Council Meeting to be held on July 11, 2017.

Background

Dating back to 2005 the South Temiskaming Active Travel Organization has been active in the planning of a 19.7 kilometre activity trail that would link the all communities within the City of Temiskaming Shores from North Cobalt to Dymond Township. Through continuous fund raising efforts and with the assistance of senior level government funding, portions of the Trail has been constructed and is being used by cyclists and pedestrians, both young and old.

The Ontario Municipal Cycling Infrastructure Program (OMCIP) has approved funding for the City of Temiskaming Shores to extend the Trail along Highway 65 East and Grant Drive. The proposed location would extend from the intersection of Armstrong Street and Hwy 65E to an easement (recently acquired by the City) approximately 375 metres eastward and then northward to Wilson Drive. The funding application and

approval also included an extension from the Laurette Street / Crystal Cres. intersection, northward to terminate in the Dymond Recreation Park (Park).

The remaining work in the Dymond area consists of the construction of approximately 0.98 kilometres of a 2.8 to 3.0 metre wide asphalt surfaced active trail by excavating the area beneath the proposed Trail, placing, grading and compacting 950 mm of granular materials and placing 50 mm of Hot Laid Asphalt and the extension of a large diameter culvert as well as the construction of a widening to accommodate the 120 metre long, 3.0 metre wide extension into the Park.

Due to the uncertainty of the cost to complete the entire work planned for 2017, the original Request for Tender, RS-RFT-001-2017, did not include the extension into the Park. Three (3) responses to the Request for Tender were received by the closing date at 2:00 p.m. on Tuesday May 9th, 2017.

Analysis

As outlined in the original Administration Report, PW-010-2017, the tenders were analysed for errors and/or omissions and all items were bid on each tender with no extension or addition errors found. At the time tender close, Barcon Construction was deemed to be the lowest tender.

The following items were also reviewed to confirm conformance with the requirements of the Tender documents;

- All bidders provided a WSIB Clearance Certificate, valid until May 19, 2017.
- Miller Paving and Demora Construction provided proof of Liability Insurance coverage at or above the \$2M required amount while Barcon Construction's Liability Insurance was listed at \$1M per occurrence.
- Miller Paving and Barcon Construction each provided the required \$20,000 Bid Bond with their submissions. Demora did not provide a Bid Bond or Certified Cheque.
- Miller Paving and Demora Construction indicate the project can be completed in 4 weeks, Barcon Construction estimates the work will require 6 weeks to complete.

The process for obtaining competitive pricing was in keeping with the City's Procurement Policy (By-Law 2017-015).

On May 10, 2017 City staff contacted Mr. Derek Bartels of Barcon Construction regarding the proof of adequate Insurance as well as the list of Proposed Sub-contractors to be used on the project and that the information be provided on that same date in order for Council to receive an Administrative Report and consider the award of tender on May 16th at a Regular Meeting of Council.

On May 11th, staff received confirmation that Insurance had been increased to the required amount, however, only extended to May 30th, 2017. City staff once again

contacted the contractor requesting that proof of adequate insurance be provided to extend over any maintenance period that would be associated with the work to be completed. This was provided later that same day.

During this same period of time, Barcon confirmed that they had obtained a quotation price from a local supplier for aggregate material, however, they did not have a sub-contractor for the paving of the surface nor a supplier for the asphalt to be placed.

Council received the initial Administrative Report for review and consideration on May 16th and confirmed the following by resolution;

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-010-2017 particularly Appendix 01 being the Request For Tender and Appendix 02 being the Results of the Tender Opening; and
2. As per Request For Tender, RS-RFT-001-2017, Section 11, *Selection Criteria* and Section 8, *Acceptance or Rejection of Bids*, Council wishes to exercise its right to direct staff review and discuss the quotations submitted by the Contractors to verify sub-contractors, suppliers and quotation with the bidders of two lowest submissions; and
3. That Council directs Staff to provide a supplementary report and the necessary by-law and agreement for the said contract for Council's consideration at the Special Council Meeting to be held on May 30th, 2017.

On May 17th and on 25th City staff contacted Mr. Bartels regarding the information required and while he indicated that he had contacted several paving contractors and asphalt suppliers in Northern Ontario his only options at this time appear to be a paving company from the Scarborough Ontario area as well as a potential asphalt supplier from the Timmins area. He has provided the names in e-mail correspondence, however, is still unable to confirm the availability of the sub-contractor or supplier should the work be awarded.

At the May 30th Special Meeting of Council, Memo 012-2017-PW was received and considered with the following resolution being approved;

1. Be it resolved that the Council of the City of Temiskaming Shores acknowledges receipt of Memo No. 012-2017-PW; and
2. That Council agrees to delay the requirement for a Supplemental Report for the Request for Tender RS-RFT-001-2017 until the June 6, 2017 Regular Council meeting.

At this time the contractor has not provided sufficient re-assurance to City staff that the quality of the work can be provided given that there has been no confirmed source for the Hot Mix Paving required to complete the work and a sub-contractor has not been secured to place the asphalt.

Given that all of the original quotations obtained through the Request for Tenders process were well within the allocated budget for the work to be completed in 2017,

consideration should be given to include the remaining 120 metres of Trail extension into the Dymond Recreation Park in a follow-up Request.

Relevant Policy / Legislation / City By-Law

- Resolution No. 2016-430, dated August 25, 2016 (Authorization to enter into an Agreement with MTO under OMCIP Program)
- By-Law No. 2016 -141, Agreement with MTO under OMCIP Program
- 2017 Recreational Services Capital Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

Section 6.7.1.7 Extension of Sidewalks/ Walkways/ Activity Trails

Consultation / Communication

- Memo No. 005-2016-RS, dated August 25, 2016 (Confirmation of OMCIP funding)
- Verbal update on the planned 2017 extension was provided to Waterfront Development / STATO Trail Committee at the meeting held on November 15th, 2016.
- PW Committee Meetings – February 23rd & March 16th, 2017
- Admin Report PW-010-2017 submitted to Council on May 16th, 2017.
- E-mail exchanges with Barcon Construction requesting additional information (May 11th, 18th and 25th, 2017.
- Memo 012-2017-PW submitted to Council on May 30th, 2017.
- Admin Report PW-010-01-2017 submitted to Council on June 6th, 2017.

Financial / Staffing Implications

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

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

The 2017 Capital Budget includes allocated funds within the Recreational Services Department Budget from the OMCIP funding agreement as well as the city's top up requirement to complete the project as proposed. This project must be completed by August 31, 2017 in order to comply with the terms of the above noted agreement.

Based on the Tender submissions, there would be adequate funds available to complete the original work proposed. It is also anticipate that the additional work being

proposed from Crystal Cres into the Dymond Recreation Park could be completed within the 2017 allocated budget.

Depending on the experience and qualifications of the Contractor and their staff, city staffing and equipment implications related to this project would include varying levels of field layout, contract inspection / administration and quality assurance functions and duties.

Alternatives

1. Award the project to the lowest bidder.
2. The tender be cancelled. (Recommended)

Submission

Prepared by:

Reviewed and submitted by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

G. Douglas Walsh, CET
Director of Public Works

Tammie Caldwell
Director of Recreation Services

Christopher W. Oslund
City Manager



CITY OF TEMISKAMING SHORES

REQUEST FOR TENDER

RS-RFT- 001-2017

Construction of STATO Trail

Highway 65 East / Grant Drive Extension

THE CORPORATION OF THE
CITY OF TEMISKAMING SHORES
325 Farr Drive
P.O. Box 2050
Haileybury, Ontario
P0J 1K0



**THE CORPORATION OF
THE CITY OF TEMISKAMING SHORES
REQUEST FOR TENDER (RS-RFT-001-2017)
Construction of
STATO Trail
Highway 65 East / Grant Drive Extension**

Introduction

The City of Temiskaming Shores wishes to procure construction services for the extension of the South Temiskaming Active Travel System, to be located adjacent to Highway 65 East, from Armstrong Street to Grant Drive Extension and northward along the easement for Grant Drive to Wilson Drive, according to the specifications detailed in this Request for Quotation.

Objective

The City of Temiskaming Shores wishes to complete new construction of a 2.8 to 3.0 m wide and 0.98 km long asphalt surfaced extension to the active travel system.

Funding has been approved by the Ontario Municipal Cycling Infrastructure Program (OMCIP) for the project and the project must commence prior to June 5th 2017 and be completed by as of August 31st, 2017.

Submissions

Quotations should be on the enclosed form and submitted to the following address:

CITY OF TEMISKAMING SHORES
P.O. Box 2050
325 Farr Drive
Haileybury, ON
P0J 1K0

Attention: **Dave Treen, Municipal Clerk “RS-RFT-001-2017 – Construction of STATO Trail – Highway 65 East / Grant Drive Extension**

The closing date for the submission of quotations will be at **2:00 pm local time on Tuesday, May 9th, 2017.**

Quotations received after 2:00 p.m. local time will be returned unopened.

- Quotations shall be in ink, late quotations will not be accepted;
- Partial quotations are not accepted;
- The City reserves the right to accept or reject any or all quotations;
- The lowest quotation will not necessarily be accepted;
- The City reserves the right to enter into negotiations with a supplier and any changes to the quotation that are acceptable to both parties will be binding.
- The quotations shall be valid for 30 (thirty) days from submission date.

Questions

Any questions with respect to the specifications are to be directed to:

Douglas Walsh, Director of Public Works

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

Phone: (705) 672-3363
Fax: (705) 672-3200
E-mail: dwalsh@temiskamingshores.ca

A site visit is not mandatory however, may be scheduled through contacting and scheduling and appointment with the Director of Public Works.

INFORMATION TO BIDDERS AND GENERAL CONDITIONS

1) General Description

The Corporation of the City of Temiskaming Shores, hereinafter referred to as the "City", invites quotations from qualified contractors for the excavation and new construction of a 0.98 km, 3.0 m wide asphalt surfaced extension to the active travel system.

2) Scope of the Work

The scope of work will consist of the construction of a 0.98 km, 2.0 to 3.0 m wide asphalt surfaced active travel system.

The Project must be started by June 5th, 2017.

1. Excavation and disposal of existing clay base material to a depth of 1.0 metre at a width of 3.0 metres over the 980 metres in length.
2. Placement, grading and compaction of 800 mm of Granular "B" Type 2 material.
3. Placement, grading and compaction of 150 mm Granular A, material
4. Placement of 50 mm of hot laid asphalt at width of 3.0 metres
5. Placement of asphalt markings as required.

The successful bidder shall supply all materials, labour, supervision, machinery, tools and other necessary equipment in order to carry out the necessary work.

The terms and conditions outlined in the Ministry of Transportation (MTO) Encroachment Permit No. EC-2016-53N-13, and appended hereto, shall be adhered to by the Contractor or its agents while performing work within or near the MTO right-of-way on behalf of the City.

3) Commencement and Completion of Work

The work must commence on or before June 5th, 2017 and be completed by August 31st, 2017.

The Contractor shall endeavor to complete the work within the earliest possible time frame.

4) Safety

For the sake of this agreement and while on Municipal property, the Service Provider's attention is drawn to the provisions of the Occupational Health & Safety Act 1990. The Service Provider shall be considered the "Constructor" under the terms and conditions of this Act.

The City reserves the right to validate that Certificates are in good standing from the Workplace Safety and Insurance Board (WSIB) prior to interim and/or final payments.

5) Insurance

For the sake of this agreement and while on Municipal property, the Contractor shall take out and maintain during the term of this agreement and shall file with the City, a certificate of comprehensive policy of public liability and property damage insurance, acceptable to the City providing insurance coverage in respect to any one accident to the limit of at least \$ 2,000,000 exclusive of interest and cost against loss of or damage to person or property. The policy shall cover all operations and liability assumed under the Contract with the City. It shall not contain any exclusions or limitations and shall not be allowed to lapse throughout the duration of the Contract.

The Contractor shall provide proof of motor vehicle liability insurance having limits of not less than \$2,000,000 inclusive per occurrence for bodily injury, death and damage to property. The Provider shall provide proof of general liability insurance having limits of not less than \$2,000,000 inclusive per occurrence for bodily injury, death and damage to property.

Certificates of Insurance shall be provided as part of the submission requirements of this Request for Quotations.

6) Quotation

Quotations submitted and prices offered shall be irrevocable and open for acceptance for a period of not less than thirty (30) days. The City makes no allowance for an increase of individual or total prices offered.

The form of quotation must be signed in the space provided on the form, with the signature of the bidder or responsible official of the firm bidding. If a joint bid is submitted, it must be signed and addressed on behalf of both of the bidders.

7) Tender Deposit

Each Tender shall include a tender deposit in the form of a Bid Bond or a Certified Cheque, made payable to the city of Temiskaming Shores, equal to, or greater than, the amount shown in the following tables and must be enclosed in the same envelope as the tender.

DEPOSIT REQUIREMENTS

TOTAL TENDER AMOUNT	DEPOSIT REQUIRED
\$20,000.00 or less	\$ 500.00
\$20,000.01 to \$50,000.00	\$ 1,000.00
\$50,000.01 to \$100,000.00	\$ 2,000.00
\$100,000.01 to \$250,000.00	\$ 10,000.00
\$250,000.01 to \$500,000.00	\$ 20,000.00
\$500,000.01 to \$1,000,000.00	\$ 40,000.00

8) Acceptance or rejection of Bids

8.1 The City reserves the right to reject any or all Tenders, for any reason whatsoever and to accept only Tenders considered best for their interest and to waive formalities as the interests of the City may require without stating reasons. Therefore the lowest or any Tender may not necessarily be accepted.

8.2 Tenders not accompanied by a certified cheque in the required amount may be rejected.

8.3 The City shall not be liable for any costs, expenses, loss or damage incurred, sustained or suffered by any Contractor prior, or subsequent to, or by reason of the acceptance or the non-acceptance by the City of any Tender, or by reason of any delay in the acceptance of a Tender, unless as specifically provided in the Tender Documents.

8.4 The Tender shall be irrevocable for a period of thirty days following the date of Tender Closing date.

9) Cancellation of Contract

9.1 This Tender has been prepared with the intention of proceeding with acceptance of the lowest responsible price, meeting all specifications. However, due to financial constraints and other unforeseen factors, the City of Temiskaming Shores may be unable to award this Tender. The contractors agree to save harmless, the City of Temiskaming Shores, from any or all claims for monetary or any other types of compensation by the bidder if this tender cannot be awarded.

The City of Temiskaming Shores reserves the right to discontinue this Tender process and review at any time and not move forward with awarding a contract.

10) Change/Amendment

At any time prior to the closing date and time, the City reserves the right to alter, delete, amend or add to, in whole or in part, any of the terms, conditions, procedures, requirements and provisions of this quotation, in which case, a formal addendum specifying the same in detail will be issued.

11) Selection Criteria

Quotations that comply with the terms, conditions and specifications as outlined in the quotation will be evaluated on the basis of:

- Price (within allocated budget);
- Compliance with Insurance Requirements;
- Completion date.

The City reserves the right to reject any or all quotations for reasonable cause and to accept any quotation if considered in the best interest of the City. The lowest or any quotation not necessarily accepted.

The City reserves the right to review and discuss with any bidder, the quotation submitted by that Bidder. The City reserves the right to negotiate with the bidder, any reasonable changes or additions to the agreement that the bidder may propose. Negotiated changes or additions to the agreement proposed by the Bidder will be included in the agreement in the form of an addendum, and will take precedence over the quotation document and the agreement proposed by the Bidder. If such changes or additions cannot be negotiated, the City in its sole discretion may approach another Bidder for execution of the work.

12) Influence

No person, company, corporation or organization shall attempt in any way, either in private or in public, to influence the outcome of any City purchasing or disposal process. The bid, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Should a Tenderer find omissions or discrepancies in any of the quotation documents, or should be in doubt or disagree as to the meaning of any part of this document, they should notify the author. If the Operations Manager considers that a correction, explanation or interpretation is necessary or desirable, he will issue an Addendum to all who have taken out quotation documents. Furthermore, any errors or omissions noticed by the Operations Manager will be corrected by the issuance of an Addendum.

13) Hours of Operation

The City will work with the successful firm for the purposes of garnering access to the facility, during normal working hours of the Public Works department. The City does deem this project to be of, urgent nature, and we will make all efforts to accommodate the successful bidder's schedule.

REQUEST FOR TENDER
RS-RFT- 001-2017
Construction of Active Travel System
Highway 65 East / Grant Drive Extension

We, the undersigned, have carefully examined the attached documents and conditions of the quotation. We, the undersigned, understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment¹, labour, apparatus and documentation, including final report as are required to satisfy this quotation.

To: *THE CORPORATION OF THE CITY OF TEMISKAMING SHORES*

This Quotation is submitted by:

Firm Name:			
Mailing Address:			
Telephone No.:		Fax No.	
Email Address:			

REQUEST FOR TENDER
RS-RFT- 001-2017
Construction of Active Travel System
Highway 65 East / Grant Drive Extension

SCHEDULE OF ITEMS AND PRICES

ITEM		Unit	Est. Qty.	Price	Total
1.	Excavation / Grading of clay base material	Cu m.	2900		
2.	Granular B, Type 2 (supplied, grading and compaction 800 mm thickness)	Tonnes	5500		
3.	Granular A (supplied, grading and compaction 150 mm thickness)	Tonnes	1150		
4.	Hot laid Asphalt (Supplied, placed and compacted – 50mm thickness)	Tonnes	435		
5.	Conc. Barrier Curb (Traffic Island)	m	18		
6. a	Install 400 mm CSP Culvert	m	6		
6. b	Install 1000 mm CSP Culvert	m	6		
7. a	Painted Cycle symbols	Ea.	15		
7. b	Painted Dashed Lane Marker	m	50		
				Sub-Total:	
				HST:	
				Total Quotation Price:	

(Hourly rates for labour and equipment are to be appended to quotation for consideration in the event of additional work, to be approved by City.)

Estimated time frame for work to be completed: _____.

The following documents have been attached:

- Insurance Coverage in the form of a Certificate of Insurance
- Proof of WSIB Coverage

**REQUEST FOR TENDER
RS-RFT- 001-2017
Construction of Active Travel System
Highway 65 East / Grant Drive Extension**

CONFLICT OF INTEREST DELARATION

Please check appropriate response:

- I/we hereby confirm that there is not nor was there any actual or perceived conflict of interest in our quotation submission or performing/providing the Goods/Services required by the Agreement.
- The following is a list of situations, each of which may be a conflict of interest, or appears as potentially a conflict of interest in our Company's quotation submission or the contractual obligations under the Agreement.

List Situations:

In making this quotation submission, our Company has / has no (*strike out inapplicable portion*) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation process) and the confidential information was relevant to the Work/Services, their pricing or quotation evaluation process.

Dated at _____ this _____ day of _____, 2017.

Firm Name _____

Contractor's Authorization Official _____

Title _____

Signature _____

**REQUEST FOR QUOTATION
RS-RFT- 001-2017
Construction of Active Travel System
Highway 65 East / Grant Drive Extension**

NON COLLUSION AFFIDAVIT

I/We _____ the undersigned am fully informed respecting the preparation and contents of the attached quotation and of all pertinent circumstances respecting such bid. Such bid is genuine and is not a collusive or sham bid.

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

The price or prices quoted in the attached bid are fair and proper and not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant. The bid, quotation or proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated this _____ day of _____, 2017

Authorized Signatures:

Name of Firm

Signature

Position

Witness Name

Witness Signature

AND, if more than one:

Signature

Position

Witness Name

Witness Signature

**REQUEST FOR QUOTATION
RS-RFT- 001-2017
Construction of Active Travel System
Highway 65 East / Grant Drive Extension**

LIST OF PROPOSED SUB-CONTRACTORS

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Proposal must be included in the Proposal documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Proposal document.

Signed by Company Official

Printed

Signed

PLEASE FIRMLY AFFIX THIS LABEL TO YOUR SUBMISSION ENVELOPE FOR PROPER TENDER IDENTIFICATION.

THE CITY IS NOT RESPONSIBLE FOR MISSING OR LOST SUBMISSIONS OR ANY SUBMISSIONS NOT BEARING THIS IDENTIFYING LABEL.

<p>Company Name _____ Mailing Address _____ Postal Code _____</p>	<p>CITY USE ONLY Date: _____ Time (Local): _____ Received by: _____</p>
---	--

**City of Temiskaming Shores
P.O Box 2050
325 Farr Drive
Attention: Dave Treen, Municipal Clerk
RS-RFT-001-2017 "STATO Extension"**

Document Title: **RS-RFT-001-2017**

Opening Date: **May 9, 2017**

Inquiry Contact: **G. Douglas Walsh**

Opening Time: **2:00 pm**

Description: **STATO Trail – Hwy 65 East / Grant Drive Extension**

Form of Proposal

Bidder: **BARCON CONSTRUCTION**

Excavation/Grading:	30,450.
Granular "B":	88,000.
Granular "A":	26,680.
Asphalt (50 mm):	155,295.
Conc. Barrier Curb:	4,320.
CSP Culvert (400 mm):	4,452.
CSP Culvert (1,000 mm):	8,250.
Cycle Symbols:	1,170.
Dashed Lane Marker:	2,000.
Sub-Total:	320,617.
HST:	41,680.21
Total Quote:	362,297.21

Bidder: **MILLER PAVING**

Excavation/Grading:	52,200.
Granular "B":	110,000.
Granular "A":	31,050.
Asphalt (50 mm):	130,500.
Conc. Barrier Curb:	6,300.
CSP Culvert (400 mm):	3,300.
CSP Culvert (1,000 mm):	4,500.
Cycle Symbols:	1,875.
Dashed Lane Marker:	250.
Sub-Total:	339,975.
HST:	44,196.75
Total Quote:	384,171.75

Bidder: **DEMORA CONSTRUCTION**

Excavation/Grading:	51,620.
Granular "B":	148,500.
Granular "A":	33,650.
Asphalt (50 mm):	118,320.
Conc. Barrier Curb:	3,870.
CSP Culvert (400 mm):	1,656.
CSP Culvert (1,000 mm):	2,244.
Cycle Symbols:	1,860.
Dashed Lane Marker:	425.
Sub-Total:	364,145.
HST:	47,338.85
Total Quote:	411,483.85

Bidder:

Excavation/Grading:	
Granular "B":	
Granular "A":	
Asphalt (50 mm):	
Conc. Barrier Curb:	
CSP Culvert (400 mm):	
CSP Culvert (1,000 mm):	
Cycle Symbols:	
Dashed Lane Marker:	
Sub-Total:	
HST:	
Total Quote:	

Comment: Since this is a Request for Proposal all submissions are required to be evaluated based on the pre-determined evaluation criteria. Therefore submissions will be reviewed for errors, omissions, accuracy and other criteria by municipal staff prior to any awarding. Subsequently bidders will be informed of the results.

In Attendance:



Print Name

Representing

Signature

Matthew McLaren
 Gary Wadge
 Dave Trebn
 Linda McKnight

Demora Construction
 City of T.S.
 City of T.S.
 City of T.S.

Subject: Tender Award – STATO Trail Extension **Report No.:** PW-010-2017
(Highway 65 East / Grant Drive) **Agenda Date:** May 16, 2017

Attachments

Appendix 01: Request for Tender - RS-RFT-001-2017

Appendix 02: Results of Tender Opening

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-010-2017 particularly Appendix 01 being the Request For Tender and Appendix 02 being the Results of the Tender Opening; and
2. As per Request For Tender, RS-RFT-001-2017, Section 11, *Selection Criteria* and Section 8, *Acceptance or Rejection of Bids*, Council wishes to exercise its right to direct staff review and discuss the quotations submitted by the Contractors to verify sub-contractors, suppliers and quotation with the bidders of two lowest submissions; and
3. That Council directs Staff to provide a supplementary report and the necessary by-law and agreement for the said contract for Council's consideration at the Special Council Meeting to be held on May 30th, 2017.

Background

Dating back to 2005 the South Temiskaming Active Travel Organization has been active in the planning of a 19.7 kilometre activity trail that would link the all communities within the City of Temiskaming Shores from North Cobalt to Dymond Township. Through continuous fund raising efforts and with the assistance of senior level government funding, portions of the Trail has been constructed and is being used by cyclists and pedestrians, both young and old.

Recently, the Ontario Municipal Cycling Infrastructure Program (OMCIP) has approved funding for the City of Temiskaming Shores to extend the Trail along Highway 65 East and Grant Drive. The proposed location would extend from the intersection of Armstrong Street and Hwy 65E to an easement (recently acquired by the City) approximately 375 metres eastward and then northward to Wilson Drive.

The work consists generally of the construction of approximately 0.98 kilometres of a 2.8 to 3.0 metre wide asphalt surfaced active trail by excavating the area beneath the proposed Trail, placing, grading and compacting 950 mm of granular materials and placing 50 mm of Hot Laid Asphalt. The project is to be completed by August 31st, 2017.

The Request for Tender documents were prepared and RS-RFT-001-2017 was distributed to previous and known potential bidders with closing date at 2:00 p.m. on Tuesday May 9th, 2017.

Analysis

Three (3) responses to the Request for Tender were received by the closing date.

Bidder	Tender Amount	HST	Total
Miller Paving Limited	\$339,975.00	\$44,196.75	\$384,171.75
Barcon Construction	\$320,617.00	\$41,680.21	\$362,297.21
Demora Construction	\$364,145.00	\$47,483.85	\$411,483.85

The tenders were analysed for errors and/or omissions and all items were bid on each tender with no extension or addition errors found. The following items were also reviewed to confirm conformance with the requirements of the Tender documents;

- All bidders provided a WSIB Clearance Certificate, valid until May 19, 2017.
- Miller Paving and Demora Construction provided proof of Liability Insurance coverage at or above the \$2M required amount while Barcon Construction's Liability Insurance was listed at \$1M per occurrence.
- Miller Paving and Barcon Construction each provided the required \$20,000 Bid Bond with their submissions. Demora did not provide a Bid Bond or Certified Cheque.
- Miller Paving and Demora Construction indicate the project can be completed in 4 weeks, Barcon Construction estimates the work will require 6 weeks to complete.

The process for obtaining competitive pricing was in keeping with the City's Procurement Policy (By-Law 2017-015).

Miller Paving Limited has successfully completed similar projects in Temiskaming Shores and has demonstrated the ability to successfully complete this work as intended. In 2015 and 2016 Demora Construction was sub-contracted for the asphalt placement (patching work) within the City and the workmanship was of high quality.

City staff has had no experience working with Barcon Construction (Grimsby Ontario), however, the Contractor had indicated their intention to use a local sub-contractor for the placement of the paved surface of the Trail. Following an exchange of emails with the Contractor, they have indicated that a request to increase the Liability Insurance would be made to the company's Insurance provider, the aggregates to be used on the project were to be supplied by a local provider and that the paving company listed in the tender submission has indicated that they would not be available to complete the work. The Contractor indicated that they are awaiting confirmation from other area paving sub-contractors on availability of asphalt and equipment to perform the required work.

Relevant Policy / Legislation / City By-Law

- Resolution No. 2016-430, dated August 25, 2016 (Authorization to enter into an Agreement with MTO under OMCIP Program)
- By-Law No. 2016 -141, Agreement with MTO under OMCIP Program
- 2017 Recreational Services Capital Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

Asset Management Plan Reference

- Section 6.7.1.7 Extension of Sidewalks/ Walkways/ Activity Trails

Consultation / Communication

- Memo No. 005-2016-RS, dated August 25, 2016 (Confirmation of OMCIP funding)
- Verbal update on the planned 2017 extension was provided to Waterfront Development / STATO Trail Committee at the meeting held on November 15th, 2016.
- PW Committee Meetings – February 23rd & March 16th, 2017
- Admin Report PW-010-2017 submitted for Council on May 16th, 2017.

Financial / Staffing Implications

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

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

The 2017 Capital Budget includes allocated funds within the Recreational Services Department Budget from the OMCIP funding agreement as well as the city's top up requirement to complete the project as proposed.

Based on the Tender submissions, the contract, inclusive of non-refundable HST, would have the following value;

- Barcon Construction - \$326,259.86 (within the budget allocation for proposed work)
- Miller Paving Limited - \$345,958.56 (within the budget allocation for proposed work)
- Demora Construction - \$370,553.95 (within the budget allocation for proposed work)

Staffing and equipment implications related to this project would include field layout and as well as contract inspection / administration functions and duties.

Alternatives

1. Award the project to the lowest bidder.
2. As per Request For Tender, RS-RFT-001-2017, Section 11, *Selection Criteria* and Section 8, *Acceptance or Rejection of Bids*, Council would exercise it's right to review and discuss the quotations submitted by the Contractors. (Recommended)
3. The tender be cancelled.

Submission

Prepared by:

"original signed by"

G. Douglas Walsh, CET
Director of Public Works

Reviewed and submitted by:

"original signed by"

Tammie Caldwell
Director of Recreation Services

Reviewed and submitted for
Council's consideration by:

"original signed by"

Christopher W. Oslund
City Manager

Subject: Dixon Street – lowering and
Replacement of Water Main

Report No.: PW-018-2017
Agenda Date: June 6, 2017

Attachments

Appendix 01: Quotation - Pedersen Construction Inc.

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-018-2017; and
2. That Council approves the reallocation of \$ 55,000.00 within the 2017 Environmental Capital Budget for the necessary lowering and replacement of approximately 53 lineal meters of water main on Dixon Street and directs staff to prepare the necessary Purchase Order issued to *Pedersen Construction Inc.* to complete the work.

Background

During a recent repair to a water service on Dixon Street between, McCamus Avenue and Farah Avenue, the Environmental Services Crew identified that the water main in this location is approximately one to two feet below the road surface. Although the water main was covered with styrofoam to add insulation, and despite never having had issues with the water main in this area, there is grave concerns that this section of pipe could become prone to freezing now that it has been disturbed. In addition, as a result of the depth of the water main, ground movement has caused a large “hump” to form in this portion of the roadway.

Analysis

After further investigation, it was determined that approximately 53 lineal meters of water main is in need of being lowered and replaced due to lack of sufficient cover. The lowering of this portion of the water main is deemed necessary to accommodate the pulverizing and paving of Dixon Street as it is a part of the 2017 Roads Program. The equipment to perform the pulverizing would come in close proximity to the water main at the current depth.

Although there is no apparent evidence, it is assumed that the depth of the water main is a result of the presence of large boulders or bedrock at the time of initial installation (early to mid 1950’s is estimated). Drilling and blasting may be required if hydraulic breaking is not successful. The installation of a temporary water system in accordance with MOECC standards and guidelines for the affected homes in the area would also be required.

Due to the nature of the work and the time restrictions to complete the work prior to paving operations, a quotation to complete the required work was obtained from a qualified local contractor which has been attached as Appendix 01.

Relevant Policy / Legislation/City By-Law

- 2017 Public Works Capital Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.10 Non-Competitive Procurements

Asset Management Plan Reference

N/A

Consultation / Communication

- Discussion at Public Works Committee Meeting, May 26th, 2017.
- Discussion at Corporate Services Committee Meeting, May 30th, 2017

Financial / Staffing Implications

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

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

A reallocation of \$ 55,000.00 within the Environmental Capital Budget would be required in where there are sufficient funds. Although the quotation amount totals \$45,669.89 (inclusive of non-refundable HST) it is recommended that approximately \$10,000.00 be included in the budget to accommodate any boulder/rock removal or unforeseen expenses.

Alternatives

No alternatives were considered.

Submission

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



(705) 647-6223
Fax (705) 647-8851

Pedersen Construction (2013) Inc.

Hwy. 11 & 65 West, P.O. Box 2409, New Liskeard, Ontario P0J 1P0

E-mail: info@pedersenconstruction.ca

May 23, 2017

Corporation of the City of Temiskaming Shores,
P.O. Box 2050, 325 Farr Drive,
Haileybury, Ontario P0J 1K0

Attention: Mr. Steve Burnett

Dear Sir,

Quotation: Dixon Street / New Liskeard Watermain Replacement (lowering)

I hereby quote the following.

- 1) Mobilize equipment and set up temporary construction signage.
- 2) Install temporary water system to existing homes affected by water main replacement.
- 3) Supply and install two 150mm diameter gate valves to isolate proposed watermain replacement work zone.
- 4) Supply and install approximately 53 lineal meters of 150mm PVC DR18 watermain complete with stone chip bedding and cover, 2.4 meter bury and select native backfill. Rock removal to be extra at hourly equipment, labour and material rates. (see notes)
- 5) Supply and install two 25mm P.E. S160 new water services to 56 and 62 Dixon Street property lines. Connect 25mm P.E. S160 water service for residence on east side of Dixon Street in watermain trench. (To avoid excessive restoration)
- 6) Restore Dixon Street with 600mm of granular 'B', type 1 and 150mm of granular 'A'. Asphalt paving to be done by the City of Temiskaming Shores.
- 7) Remove temporary water system and demobilize equipment.

Total Quote: \$44,880.00

Notes:

- 1) HST extra
- 2) Rock removal to be extra, if required. (Anticipate boulder removal with hydraulic breaker)
- 3) Preconstruction survey and vibration monitoring to be extra at cost plus 15%, if required

Yours truly,

Karl Pedersen
President

Memo

To: Mayor and Council
From: Tammie Caldwell, Director of Recreation
Date: June 6th, 2017
Subject: Ontario Sport & Recreation Communities Fund
Attachments: Approval Letter

Mayor and Council:

On January 17, 2017 Council considered Memo No. 002-2017-RS seeking approval to submit an application for funding to the Ontario Sport & Recreation Communities Fund (OSRCF) for a two year project to increase the capacity of local recreation providers and to provide more opportunities for older adults and seniors to be physically and socially active, as an integral part of the Age Friendly Community Plan.

The financial contribution from the municipality was laid out as follows and to be derived from the Age Friendly Community operating budget.

Year	Cash	In-Kind
2017 (March to Dec)	\$5,700	\$5,700
2018 (Jan to Dec)	\$7,600	\$7,600
2019 (Jan to March)	\$1,900	\$1,900

Resolution No. 2017-019

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. 002-2017-RS; and

That Council approves the submission an application for funding to the Ministry of Sport and Recreation Ontario under the Ontario Sport and Recreation Communities Fund in the amount of \$151,898 for the retention of a Project Manager for a two year term for the development and implementation of physical activity programs for older adults as outlined in By-law No. 2016-151 being an Age Friendly Community Plan.

On May 10, 2017 staff received a letter of approval from the Ministry of Tourism, Culture and Sport in the amount of \$94,860 for the project.

Staff will be proceeding with advertising for the position of Get Active Programmer in the near future and are looking forward to seeing this program implemented in the community.

Prepared by:

Reviewed and submitted for
Council's consideration by:

“Original signed by”

“Original signed by”

Tammie Caldwell
Director of Leisure Services

Christopher W. Oslund
City Manager

**Ministry of Tourism,
Culture and Sport**

Minister

9th Floor, Hearst Block
900 Bay Street
Toronto, ON M7A 2E1
Tel: 416 326-9326
Fax: 416 326-9338

**Ministère du Tourisme,
de la Culture et du Sport**

Ministre

9^e étage, édifice Hearst
900, rue Bay
Toronto (Ontario) M7A 2E1
Tél. : 416 326-9326
Télééc. : 416 326-9338



May 10, 2017

Mrs. Tammie Caldwell
Director of Recreation Services
The City of Temiskaming Shores
325 Farr Drive
Haileybury, ON P0J 1K0

**Re: Ontario Sport and Recreation Communities Fund 2017-18
Local Regional Stream
Grants Ontario Case # 2017-01-1-538467357**

Dear Mrs. Caldwell,

On behalf of the Government of Ontario, thank you for supporting and promoting community sport, recreation and physical activity in our province. The Ontario government is committed to helping people of all ages and abilities get active, stay fit and live healthier lives.

I am pleased to inform you that the Ministry of Tourism, Culture and Sport (MTCS) has approved your *Get Active* initiative in the amount of up to **\$94,860**.

MTCS recognizes that providing Ontarians with opportunities to engage in community sport, recreation and physical activity is critical to improving quality of life. Through the Ontario Sport and Recreation Communities Fund, we are supporting increased opportunities for participation in physical activity, building physical literacy as the foundation for lifelong activity, and strengthening the capacity of the sport and recreation sector.

We are planning to announce successful projects in the coming weeks and we request that you keep this information confidential until that time. A Ministry staff person will contact you shortly regarding the specifics of the funding agreement.

.../2

Together, we are laying an important foundation for active living through all stages of a person's life. I wish you much success in your project activities.

All my best,

A handwritten signature in black ink, appearing to read "Eleanor McMahon". The signature is fluid and cursive, with the first name being more prominent.

Eleanor McMahon
Minister

Subject: Proposed Rotary Splash Pad Project

Report No.: RS-005-2017
Agenda Date: June 6, 2017

Attachments

Appendix 01:

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-005-2017;
2. That Council approves in principle the planning and development of a Splash Pad in partnership with the Temiskaming Shores and Area Rotary Club;
3. That Council direct staff to develop a Strategic Alliance Agreement with the Temiskaming Shores and Area Rotary Club for consideration at the regular meeting of Council of June 20th, 2017; and
4. That Council directs staff to include the project for consideration in the 2018 Capital Budget Program.

Background

At the regular meeting of Council of May 16th, 2017 Council received a presentation by the Temiskaming Shores and Area Rotary Club requesting a partnership with the City of Temiskaming Shores that would ultimately result in a splash pad on the New Liskeard waterfront.

Council passed the following Resolution:

Resolution No. 2017-206

Moved by: Councillor McArthur
Seconded by: Councillor Foley

Be it resolved that City Council acknowledges the presentation from the Rotary Club of Temiskaming Shores and Area in regards to a proposed Splash Pad park; and

That Council refers the proposal to the Director of Recreation for an Administrative Report.

Analysis

The Rotary Club is a respected and long standing service club in the area and has contributed generously to a number of community projects in the past. They are committed to providing services for the community, assisting youth and youth services

and have identified the Splash Pad project as a long-term project that would greatly benefit the community.

The addition of a Splash Pad on the New Liskeard waterfront would benefit the municipality in that it would provide a space where parents, grandparents, and kids of all ages and abilities could come together to play, be active, and enjoy the many other amenities offered such as the beach, playgrounds, Mini-Putt, STATO Trail, Boardwalk, and green space. The concept of a Splash Pad is really the natural evolution of the backyard sprinkler cooldown concept.

The Rotary Club with research from the City has determined that the pad, water features, and required water system, at an estimated cost of \$200,000 would meet the vision of the Rotary Club. The Rotary Club is prepared to fund half of the costs to construct the Splash Pad up to \$100,000 provided the City finances this amount to be repaid over a ten year period on a without interest basis. The goal of the Rotary Club is to have the project completed in 2018. The City would be responsible for the ongoing maintenance of the Splash Pad.

The municipality has successfully partnered on projects similar to this in the past including the STATO Trail and the Carter Antila Memorial Skateboard/Bike Park. The first step in proceeding is the approval from Council in principle and the development of a Strategic Alliance Agreement outlining the responsibilities of each partner.

The Rotary Club plans to commence fundraising this fall with the first annual Oktoberfest and have requested approval to flag the proceeds from this event and future events to the Splash Pad project. With an agreement in principle from municipal Council the Rotary Club may begin fundraising in earnest.

The Rotary Club's goal is to have the project completed in 2018 however based on the timelines of past projects, and timing of eligible funding it is more realistic to aim for 2019.

Staff is recommending that Council approve the project in principle at this time and direct staff to develop a Strategic Alliance Agreement with the Temiskaming Shores and Area Rotary Club. In the coming months as strategic fundraising initiatives and funding opportunities are made available, as well as project timelines, staff will request consideration of funding in the 2018 budget process.

Financial / Staffing Implications

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

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

The funding proposal from the Rotary Club is a total front end commitment of \$200,000 by the municipality to be offset by any funding programs the municipality may acquire as

well as \$10,000 per year for ten years from the Rotary Club. This term could be reduced with the addition of a corporate sponsorship drive and other avenues of funding that the Rotary Club may be eligible for.

Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Tammie Caldwell
Director of Recreation Services

Christopher W. Oslund
City Manager

Subject: New Liskeard Lions Club - Wabi
River Kayak Challenge

Report No.: RS-006-2017
Agenda Date: June 6, 2017

Attachments

None

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-006-2017;
2. That Council endorses in principal the requests from the New Liskeard Lion's Club in relation to the proposed Wabi River Kayak Challenge scheduled for August 18th and 19th, 2017; and
3. That Council acknowledges the comments from staff in regards to the requests and hereby appoints the Director of Recreation as liaison between the City of Temiskaming Shores and the New Liskeard Lion's Club specific to this event for the purpose of ensuring the interests of the municipality are complied with.

Background

At the regular meeting of Council of Tuesday May 16th, 2017 Council received a presentation by Mr. Bill Brookfield representing the New Liskeard Lions Club regarding the Wabi River Kayak Challenge to take place August 18th and 19th.

Council passed the following Resolution No. 2017-207 which reads as follows:

Be it resolved that the City Council acknowledges the presentation from the New Liskeard Lions Club in regards to the proposed Wabi River Kayak Challenge; and

That Council refers the proposal to Senior Staff for consideration.

Analysis

Below are the specific requests made by the New Liskeard Lions Club for the first annual Wabi River Kayak Challenge to take place August 18th and 19th, 2017 accompanied by comments from senior staff:

1. Assistance with the relocation of 4 sets of bleachers from the Riding Ring to Sharpe Street:
Public Works can provide a Loader and Operator
2. Street Closures including:

- a. Sharp Street from Armstrong to Riverside Place, with space allocated for vehicles accessing the loading area of Riverside Place from the Whitewood entrance for the Farmer's Market
- b. May Street from Whitewood to Sharpe
- c. Entrance onto Sharpe St from the alley running between May and Armstrong

The Director of Public Works identified that there have been issues trying to restrict access through this area in the past and that merchants etc... would have to be consulted.

The Fire Chief has stated that the closure of the laneway adjacent to the Bingo Hall is not ideal and that a barricade with a 'local traffic only sign at this intersection would suffice.' The Chief also stated that any roadway closed to traffic would require that one lane remain open to ensure that Emergency Vehicles may access the site.

3. Use of the city owned land to the south of the agricultural barns

Senior Staff agreed that this would not be an issue however the New Liskeard Lions Club would be responsible for the organization of the area and that other boats with trailers would also have access to the area.

4. Mobile Stage

The Director of Recreation has stated the Recreation staff is available to set up and take down the mobile stage for the event.

5. Use of Tennis Courts for paint ball event

The Director of Recreation has stated that the tennis courts may be used for this event however the New Liskeard Lions Club are responsible for ensuring that only water based paint is used and that any clean up or damage to the courts will be the responsibility of the Club.

6. Use of the green space located between the PF Centre to Mini Putt, RV parking area at the corner of Montgomery and Fleming Drive

All senior staff have identified concerns with the use of the waterfront park area for camping in terms of site layout, security, open fire burning, the requirement for police presence, and the requirement for a sufficient number of port-a-potties. The Biker's Reunion enjoyed this privilege in the past and were extremely conscientious in the use of the land and ensuring it was a safe and clean environment for all. More discussion with the New Liskeard Lions Club on this matter is required, as well the use of the parking area at the base of Montgomery Street is somewhat distant from the event area and a closer site may be more manageable.

7. Use of the greenspace located between Riverside Place and John's Tackle Box

This area would be permitted for use for the event by the Metis and First Nations however there is a wedding at Riverside Place and the New Liskeard Lions Club would be responsible in ensuring that the parking lot is used for guests of Riverside Place only.

8. Grant of \$3,000 to assist in marketing the event

The Economic Development Officer advises that there are sufficient funds for marketing within the Event Development Budget line item.

9. May require additional space for vendors and displays and if so, use of the greenspace between Riverside Drive and the Riding Ring as well as the roadway between the Riding Ring and the Curling Rink.

This is possible as long as the roadway is barricaded off for traffic and one lane is left available for access by emergency vehicles.

In recognition of the City's support of the event, it will be recognized as a "Diamond" sponsor and will receive a large city logo display board and a free vendor's site.

The municipality will not require a vendor's site.

Financial / Staffing Implications

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

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

Any costs for the support of the event would be included in the 2017 operating budgets of each department.

Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Tammie Caldwell
Director of Recreation Services

Christopher W. Oslund
City Manager

Memo

To: Mayor and Council
From: Jennifer Pye, Planner
Date: May 29, 2017
Subject: Deeming By-law for 142 Haliburton Avenue East (part of lot 15; lot 16; lot 17, and part of lot 18 on Plan M24NB; Parcel 8065SST)
Attachments: Request for Council to Pass Deeming By-law
Draft Deeming By-law

Mayor and Council:

Denis Menard has submitted a request for a deeming by-law for his property at 142 Haliburton Avenue East, New Liskeard. The property is comprised of part of lot 15, lot 16, lot 17, and part of lot 18 on Plan M24NB. The property owner is proposing to relocate an existing shed and build a new garage on the subject property and the deeming by-law is required to combine the lots into a single property for the purposes of the Planning Act.

The subject property is designated Residential Neighbourhood in the City of Temiskaming Shores Official Plan and is zoned Medium Density Residential (R3) in the Town of New Liskeard Zoning By-law No. 2233.

If the Deeming By-law is passed it will be registered on title at the owners' expense. It is recommended that Council pass the deeming by-law.

Prepared by:

Reviewed and approved by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

Jennifer Pye
Planner

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

May 29, 2016

I, Denis Menard, am the owner of 142 Haliburton Avenue East, made up of lots 16 and 17, and part of lots 15 and 18 on Plan M24NB, and I would like to have a deeming by-law passed for these lots.

Denis Menard
142 Haliburton Avenue East

A handwritten signature in blue ink that reads "Denis Menard". The signature is written in a cursive style with a large initial 'D'.

The Corporation of the City of Temiskaming Shores

By-law No. 2017-000

Being a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed as not a registered plan of subdivision 142 Haliburton Avenue East – Roll No. 54-18-010-002-135.00

Whereas Section 50(4) of the Planning Act, R.S.P. 1990, c.P.13, as amended authorizes the Council of a municipality to designate by by-law, a plan of subdivision, or any part thereof, that has been registered for eight (8) years or more, which shall be deemed not to be a registered plan of subdivision for the purposes of subdivision control;

And whereas the property owner has requested that the following properties be merged on title: Part of Lots 15 and 18, and Lots 16 and 17, Plan M24NB, Parcel 8065SST;

And whereas Council considered Memo No. 004-2017-CGP at the June 6, 2017 Regular Council meeting and directed staff to prepare the necessary deeming by-law for consideration at the June 6, 2017 Regular Council meeting;

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

1. That the lands hereinafter described shall be deemed not to be a lot or block on a Registered Plan of Subdivision for the purposes of Section 50(4) of the Planning Act R.S.O. 1990, c.P.13, as amended and as generally illustrated on Schedule "A" attached hereto and forming part of this by-law.
2. That the lands are described as
 - a) Parcel 8065 SST, Plan M-24 NB, Part of Lot 15;
 - b) Parcel 8065 SST, Plan M-24 NB, Lot 16;
 - c) Parcel 8065 SST, Plan M-24 NB, Lot 17;
 - d) Parcel 8065 SST, Plan M-24 NB, Part of Lot 18
3. That in accordance with Section 50(28) of the Planning Act, R.S.O. 1990, c.P.13, as amended, a certified copy or duplicate of this by-law shall be registered by the Clerk of the Corporation of the City of Temiskaming Shores at the Land Registry Office in Haileybury, Ontario.
4. That in accordance with Section 50(29) of the Planning Act, R.S.O. 1990, c.P.13, as amended, Council shall give notice of the passing of the by-law within 30 days of the passing to the owner of land to which the by-law applies.
5. That in accordance with Section 50(30) of the Planning Act R.S.O. 1990, c.P.13, as amended, Council shall hear in person or by an agent any person to whom a notice was sent, who within twenty days of the mailing of the notice gives notice to

the Clerk of The Corporation of the City of Temiskaming Shores that the person desires to make representations respecting the amendment or repeal of the by-law.

6. That the Mayor and Clerk are authorized to sign all necessary documents in connection with this by-law.
7. That this by-law shall not be effective until a certified copy or duplicate of this by-law is registered by the Clerk of The Corporation of the City of Temiskaming Shores at the Land Registry Office in Haileybury, Ontario.
8. That the passing of this by-law shall be subject to the provisions of the Planning Act.
9. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

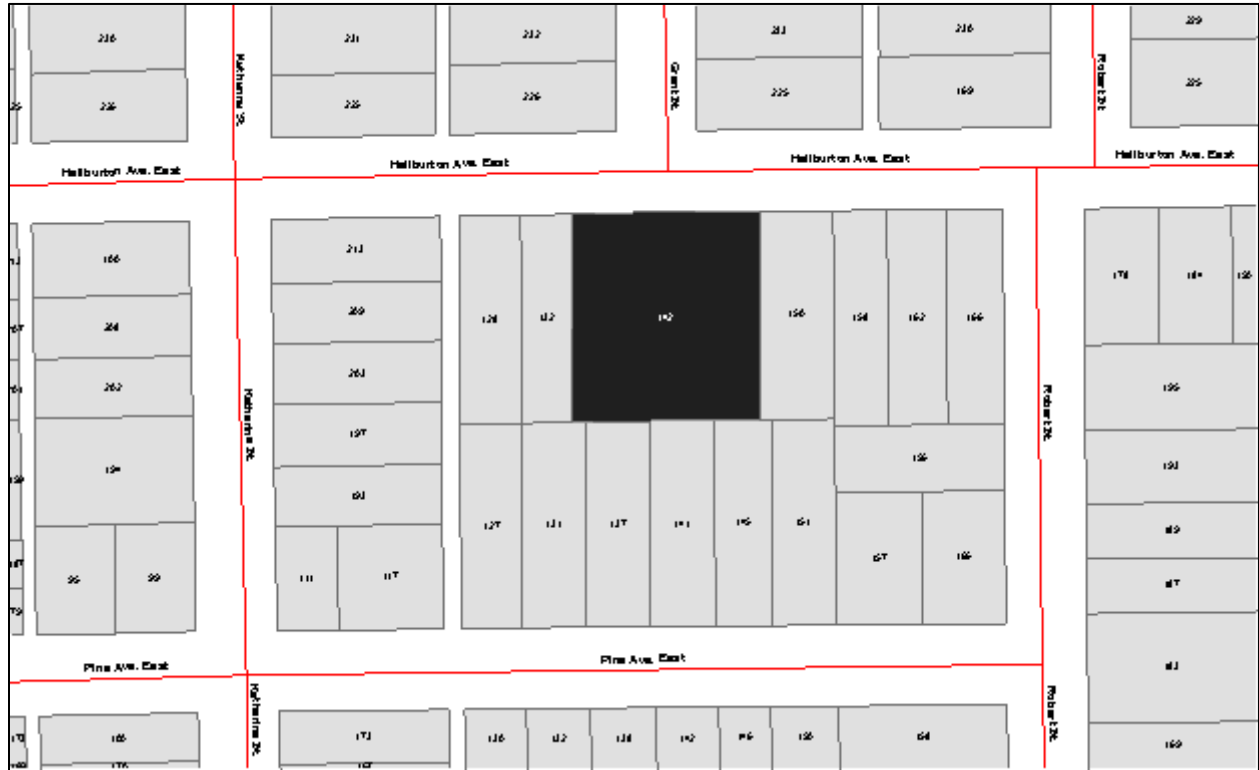
Read a first, second and third time and finally passed this 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

Schedule “A”

City of Temiskaming Shores



142 Haliburton Avenue East

Subject: Summer Concession Operations
Haileybury Beach

Report No.: CS-029-2017
Agenda Date: June 6, 2017

Attachments

Appendix 01: Draft Lease Agreement

Recommendations

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-029-2017; and
2. That Council directs staff to prepare the necessary by-law to enter into a three (3) year agreement with Rick’s Magic Touch Catering Services for the operation of the Haileybury Beach Concession for consideration at the June 6, 2017 Regular Council meeting.

Background

In 2016, the municipality entered into an agreement with Rick’s Magic Touch Catering for the operation of the Haileybury Beach Concession. The agreement was meant to be a “pilot” project for the concession, as this space had been vacant for several years and the operator wanted to ensure that summer operations were viable.

After a successful seasonal operation, Rick’s Magic Touch contacted the municipality to express their interest in entering into a 3-year agreement.

Analysis

Rick’s Magic Touch will operate the concession at the Haileybury Beach for the months of July and August for the next 3 summers. Minor improvements were made last year to improve the facilities, and meet the requirements of the Timiskaming Health Unit. Staff has received several positive comments about the presence of a concession at the beach.

Based on similar agreements in the municipality, staff is recommending the following rental amounts, plus HST for use of the space:

2017 - \$500 + HST 2018 - \$550 + HST 2019 - \$600 + HST

Financial / Staffing Implications

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

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

Staffing implications related to this matter are limited to normal administrative functions and duties.

Alternatives

No alternatives were considered.

Submission

Prepared by:

Reviewed and submitted for
Council's consideration by:

"Original signed by"

"Original signed by"

Kelly Conlin
Director of Corporate Services (A)

Christopher W. Oslund
City Manager

The Corporation of the City of Temiskaming Shores
By-law No. 2017-000

**Being a by-law to enter into a three (3) year agreement
with Rick's Magic Touch for the operation of the
Haileybury Beach Concession**

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

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

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

And whereas Council considered Administrative Report No. CS-029-2017 at the June 6, 2017 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a three (3) year agreement with Rick's Magic Touch Catering Services for the operation of the Haileybury Beach Concession for consideration at the June 6, 2017 Regular Council meeting;

And whereas the Council of the City of Temiskaming Shores deems it expedient to enter into an agreement for the operation of the Haileybury Beach Concession;

Now therefore the council of the City of Temiskaming Shores enacts as follows:

1. That the council of The Corporation of the City of Temiskaming Shores agrees to enter into an agreement with Rick's Magic Touch Catering Services for the operation of the Haileybury Beach Concession, a copy of which is attached hereto as Schedule "A" and forms part of this by-law;
2. That the Mayor and Clerk are hereby authorized to sign and seal said agreement on behalf of The Corporation of the City of Temiskaming Shores.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law.

Read a first, second and third time and finally passed this 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

This agreement made in duplicate this 2nd day of May, 2017.

Between:

City of Temiskaming Shores
(Hereinafter called the “City”)

And:

Rick’s Magic Touch Catering
(Hereinafter called the “Tenant”)

Whereas the City is the owner of the lands in the City of Temiskaming Shores, in the District of Temiskaming as described herein;

And whereas the parties hereto have agreed to enter into this Lease.

1. Leased premises

The City hereby demises and leases to the Tenant part of the City's Building known as the Concession containing a rentable area located at the Haileybury Beach in the City of Temiskaming Shores, Ontario being hereinafter called the "premises".

2. Term

To hold the premises for a three (3) year term commencing on **May 1st, 2017** to **September 15th, 2019**.

3. Rent

The Tenant shall pay rental fees over the term of this agreement as follows:

2017: **\$500 + HST**

2018: **\$550 + HST**

2019: **\$600 + HST**

4. Renewal

The Tenant, upon the satisfaction of the City, shall the right to renew the agreement under the same conditions and provisions contained herein.

The City reserves the right to seek proposals or renegotiate the conditions and provisions for the lease of the premises if it is felt in the best interest of the City to do so.

5. Tenant’s Covenants

a) Rent – to pay rent;

b) Insurance - To provide General Liability Insurance for coverage of all areas under this lease in the joint names of the Tenant and the City of Temiskaming Shores with the limits of not less than (\$2,000,000) **two million dollars (Canadian)**,

inclusive per occurrence for bodily injury, death or damage for property including loss of use thereof, with property deductible of five hundred dollars (\$500). Proof of insurance must be supplied to the City prior to occupying the facilities and thereafter to provide proof of insurance on each anniversary of the date of occupation; and, to provide proof of insurance forthwith upon request by the City at any time.

- c) **Repair** - to repair, reasonable wear and tear and damage by fire, lightning and tempest only excepted; and to permit the City to enter and view the state of repair and to repair according to notice in writing, reasonable wear and tear and damage by fire, lightning and tempest only excepted; and to leave the premises in good repair, reasonable wear and tear and damage by fire, lightning and tempest only excepted;
- d) **Cost of repair where Tenant at fault** - that if the building including the premises, boilers, engines, pipes and other apparatus (or any of them) used for the purpose of heating or air conditioning the building, or if the water pipes, drainage pipes, electric lighting or other equipment of the building or the roof or outside walls of the building get out of repair or become damaged or destroyed through the negligence, carelessness or misuse of the Tenant, his servants, agents, employees or anyone permitted by him to be in the building (or through him or them in any way stopping up or injuring the heating apparatus, water pipes, drainage pipes, or other equipment or part of the building) the expense of any necessary repairs, replacements or alterations shall be paid by the Tenant to the City forthwith on demand;
- e) **Assigning or subletting** - not to assign, sublet or part with possession of any part of the premises without leave of the City, which leave shall not be unreasonably withheld, and which leave shall not be required in the event of a sublease to add any personnel to the group comprising the Tenant or to a management corporation which may be incorporated by the Tenant;
- f) **Entry by City** - to permit the City or its agents to enter upon the premises at any time and from time to time for the purpose of inspecting and making repairs, alterations or improvements to the premises or to the building, and the Tenant shall not be entitled to compensation for any inconvenience, nuisance, or discomfort occasioned thereby; provided that the City shall give reasonable advance notice to avoid inconvenience to the Tenant, given the private and confidential nature of the profession of the Tenant;
- g) **Indemnity** - to indemnify and save harmless the City against and from any and all claims by or on behalf of any person or persons, firm or firms, or corporation or corporations arising from the conduct or any work, by or through any act of negligence of the Tenant or any assignee, subtenant, agent, contractor, servants, employee or licensee of the Tenant;
- h) **Alterations** - not to make or erect in or to the premises any installation, alteration, addition, or partition without submitting plans and specifications to the Tenant and obtaining the Tenant's prior written consent (in each instance); such work shall if the Tenant so elects, be performed by employees of or contractors designated by

the Tenant; in the absence of such election, such work may be performed with the Tenant's consent in writing (given prior to letting of contract) by contractors engaged by the City but in each case only under written contract approved in writing by the Tenant and subject to all conditions which the Tenant may impose; the City shall submit to the Tenant or the City's contractors (as the case may be), when due the costs of all such work and of all materials, labour and services involved therein and of all decoration and all changes in the building, its equipment or services, necessitated thereby; provided, that it is at this time understood by the Tenant that certain equipment is to be installed and to be placed at convenient places as designated by the City;

- i) **Use of Building** - the Tenant shall not allow the building and/or property to be used for any purpose other than to carry on the business of a Concession Stand; and

6. City’s Covenants

The City covenants with the Tenant;

- a) **Quiet enjoyment** - for the quiet enjoyment;
- b) **Taxes** - to pay all taxes and rates, municipal, parliamentary or otherwise, levied against the premises or the Tenant on account thereof;
- c) **Electricity and water** - to pay for the electricity and water supplied to the premises;
- d) **Refuse Collection** – The City **shall not** provide any additional refuse or recycling receptacles or collection specific to this operation;
- e) **Structural soundness** - to keep the premises, common areas and parking lot structurally sound and to look after any structural defects which may arise.

7. Provisos

Provided always and it is hereby agreed as follows:

- a) **Fixtures** – in addition to the facility itself the City is the owner of the equipment contained in Appendix 01, being part of this agreement;
- b) **Fire** - In case of damage to the premises by fire, lightning or tempest, rent shall cease until the premises are rebuilt. The City may at its option terminate this lease on giving written notice to the Tenant.
- c) **Damage to property** - The Tenant shall not be liable nor responsible in any way for any loss of or damage or injury to any property belonging to the City or to the employees of the City or to any other person while in the building or in the yard of the building unless such loss, damage or injury shall be caused by the negligence of the Tenant or its employees, servants or agents for any damage to any such property caused by steam, water, rain or snow which may leak into,

issue or flow from any part of the building or from the water, steam or drainage of the building or from any other place or quarter nor for any damage caused by or attributable to the condition or arrangement of any electric or other wiring omitted by any other City;

- d) Right of termination by the City** - The lease may be terminated for any valid operational reason;
- e) Right of termination by the Tenant** - the Tenant, in addition to all other rights, shall have the right to terminate this lease forthwith by leaving upon the premises notice in writing of its intention, and thereupon rent and any other payments for which the City is liable under this lease shall be computed, apportioned and paid in full to the date of such termination, and the Tenant shall immediately deliver up possession of the Premises to the City, and the City may re-enter and take possession of the premises;

8. Headings

The headings in this lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this lease or any provisions hereof.

Remainder of this page left blank intentionally

Signed and Sealed in)
the presence of)

Rick’s Magic Touch Catering

Owner – Rick Hobson

Witness

Print Name: _____

Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen

Fixtures owned by the City

Haileybury Beach Concession:

- Large Freezer
- Small Refrigerator
- Microwave
- Sink

THE CITY OF TEMISKAMING SHORES JANUARY - MAY 2017 YEAR-TO-DATE CAPITAL FINANCIAL REPORT

Distribution List

Mayor and Council

Chris Oslund, City Manager

Tim Uttley, Fire Chief

Dave Treen, Municipal Clerk

Doug Walsh, Director of Public Works

Tammie Caldwell, Director of Leisure Services

Kelly Conlin, Director of Corporate Services (A)

Finance Department Contact:
Laura-Lee MacLeod, Treasurer

02-Jun-17

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 - 2.3 Waterfront Development Project
 - 2.5 Environmental Capital Revenues & Expenditures

SUMMARY - CAPITAL
Revenues and Expenditures
as at May 2017

	2017 YTD			%
	Actual	Total Budget	Variance B/(W)	
CAPITAL				
Revenues				
Capital - General	755.0	4,203.2	(3,448.2)	-82.0%
Capital - Environmental	2,414.7	8,721.0	(6,306.3)	-72.3%
Total Revenues	3,169.7	12,924.2	(9,754.5)	-75.5%
Expenditures				
Capital - General	1,190.4	4,203.2	3,012.8	71.7%
Capital - Environmental	2,457.6	8,721.0	6,263.4	71.8%
Total Expenditures	3,648.0	12,924.2	9,276.2	71.8%
Net Position Capital	(478.3)	0.0	478.3	#DIV/0!

2.0 Capital Summary

2.1 Analysis

The City of Temiskaming Shores 2017 Capital projects for both general and environmental is \$12,924.2K. The capital program is comprised of \$4,203.2K of general capital and \$8,721.0K of environmental capital.

The 2017 Capital project budget consists of 42 projects, 35 in general and 7 in environmental.

General Capital Projects:

9 projects have been completed, 19 are currently in progress and 1 project has been cancelled.

The Golf Course Road project has been cancelled and a portion of the funds reallocated to the 2017 Roads Program.

Environmental Capital Projects:

1 project has been completed and 5 projects are underway.

2.2

GENERAL CAPITAL
Revenues & Expenditures
as at May 2017

Department	Project	2017			%	G	Y	R
		Actual	Budget	Variance B/(W)				
REVENUES:	Transfer from Operations	0.0	715.2	(715.2)				
	Transfer from Reserves	0.0	215.1	(215.1)				
	Financing - fleet	0.0	773.0	(773.0)				
	Financing - transit	617.0	712.0	(95.0)				
	Partnership - Keith Subdivision	0.0	57.2	(57.2)				
	Federal Gas Tax	0.0	713.1	(713.1)				
	Provincial Transit Funding	0.0	258.0	(258.0)				
	OMCIP Funding (STATO Trail)	0.0	162.5	(162.5)				
	STATO Partnership (STATO Trail)	0.0	63.0	(63.0)				
	Dymond Firemen's Park Funding	0.0	27.9	(27.9)				
	BIA Partnership - Downtown Infrastructure	0.0	12.0	(12.0)				
	ARTEM Partnership - Downtown Infrastructure	49.5	48.5	1.0				
	Provincial Funding - Downtown Infrastructure	0.0	59.5	(59.5)				
	Canada 150 Funding - NL Library	0.0	57.4	(57.4)				
	Waterfront Development Funding (P&F)	88.5	328.8	(240.3)				
Total Revenues		755.0	4,203.2	(3,448.2)				
EXPENDITURES:								
Corporate Services:	Computer Hardware - Plotter	12.0	12.0	0.0	100%	X		
	Municipal Drain - Peter's Road	0.0	26.0	26.0		X		
	Vadim ERP	58.9	100.0	41.1	50%	X		
Property Mtnce:	PFC Mechanical Room Engineering	3.7	40.0	36.3	65%	X		
	View Street Complex Upgrades	2.9	10.0	7.1	100%	X		
	NL Library Building Improvements	0.0	115.3	115.3		X		
	Hlby Marina Breakwall Upgrades	20.3	25.0	4.7	100%	X		
	Downtown NL Infrastructure Upgrades	39.7	120.0	80.3	75%	X		
	NL Cemetery Vault Upgrades	0.0	6.5	6.5				
Public Works:	2017 Roads Program	0.0	784.6	784.6	50%	X		
	Golf Course Road Bridge Repairs	0.0	100.0	100.0				X
	MR Compliance Software	7.2	11.5	4.3	25%	X		
	Reflectometer	16.0	16.0	0.0	100%	X		
	Intersection Control Cameras (2)	0.0	50.0	50.0				
	NL Landfill Site Expansion	2.5	100.0	97.5	10%	X		
Transit:	Transit Buses (2)	869.7	970.0	100.3	100%	X		
Fleet:	Plow Trucks (2)	0.0	550.0	550.0	75%	X		
	3/4 Ton Regular Cab Pick-up	0.0	40.0	40.0	75%	X		
	1/2 Ton Regular Cab Pick-up	0.0	32.0	32.0	75%	X		
	1/2 Ton Crew Cab Pick-up with Cap	0.0	35.0	35.0	75%	X		
	Pumper Tanker (2018 Delivery)	0.0	0.0	0.0	75%	X		
	1/2 Ton Regular Cab Pick-up with Cap	0.0	45.0	45.0	75%	X		
	1/2 Ton Crew Cab Pick-up with Tonneau Cover	0.0	40.0	40.0	75%	X		
	SUV Lease Buyouts	0.0	31.0	31.0				
	Snow Blower Upgrades	0.0	20.0	20.0				
Recreation:	PFC Floor Replacement	0.0	20.0	20.0	100%	X		
	Squash Court #2 Floor	0.0	12.0	12.0	100%	X		
	STATO Trail	0.0	392.2	392.2	25%	X		
	Dymond Firemen's Park	0.0	55.8	55.8				
	NL Arena Compressor Room Electrical	0.0	33.0	33.0	50%	X		
	NL Arena Spectator Heating	0.0	10.0	10.0	80%	X		
	NL Arena Floor Machine	0.0	7.5	7.5	100%	X		
	Bucke Park Chalet Windows & Doors	17.6	20.0	2.4	50%	X		
	Bucke Park Playground Equipment	7.5	7.5	0.0	100%	X		
	Waterfront Development	132.4	365.3	232.9		X		
Total Expenditures		1,190.4	4,203.2	3,012.8				

2.3

WATERFRONT DEVELOPMENT PROJECT
as at May 2017

Project	Total Budget	2016 Actual	2017		Variance B/(W)	%			
			YTD Actual	Budget			G	Y	R
Waterfront Stabilization & Beautification	737.4	672.1		65.3	65.3		x		
Boardwalk Demolition, Replacement & Lighting	371.1	371.1		0.0	0.0				
Accessible Landscaping	254.3	254.3		0.0	0.0				
Farmer's Market	300.0	0.0	132.4	300.0	167.6	75%	x		
Spurline Building Renovations	35.1	35.1		0.0	0.0				
Bucke Park Water and Septic Upgrades	90.6	90.6		0.0	0.0				
Professional Services (Engineering)	74.7	74.7		0.0	0.0				
Marina Refurbishment and Electrical Upgrades	358.8	358.8		0.0	0.0				
2,222.0	1,856.7		132.4	365.3	232.9				

2.4

ENVIRONMENTAL CAPITAL
Revenues & Expenditures
as at May 2017
(\$K)

	2017			%	G	Y	R
	Actual	Budget	Variance B/(W)				
REVENUES:							
Transfer from Operations	0.0	248.3	(248.3)				
Financing - North Cobalt Water Stabilization	274.3	266.7	7.6				
Financing - TS Infrastructure (Gray Rd)	1,167.1	3,642.1	(2,475.0)				
Financing - NL WTP Upgrades	0.0	549.0	(549.0)				
Financing - Hlby WTP MCC Replacement	0.0	300.0	(300.0)				
Funding - North Cobalt Water Stabilization	0.0	258.3	(258.3)				
Funding - TS Infrastructure (Gray Rd)	973.3	2,957.9	(1,984.6)				
Funding - NL WTP Upgrades	0.0	498.7	(498.7)				
Total Revenues	2,414.7	8,721.0	(6,058.0)				
EXPENDITURES:							
TS Infrastructure Upgrades (Gray Rd)	2,423.1	6,600.0	4,176.9	40.0%	x		
NL Lagoon Blower Upgrades	0.0	150.0	150.0	50.0%	x		
Hlby WTP MCC Replacement	0.0	300.0	300.0	50.0%	x		
NL WTP Upgrades	0.0	1,065.0	1,065.0				
North Cobalt Water Stabilization	24.0	525.0	501.0	50.0%	x		
Albert Street Engineering	4.5	75.0	70.5	50.0%	x		
Plotter	6.0	6.0	0.0	100.0%	x		
Total Expenditures	2,457.6	8,721.0	6,263.4				

The Corporation of the City of Temiskaming Shores

By-law No. 2017-083

Being a by-law to enter into an Occupation of Land Agreement with 1886216 Ontario Ltd. to permit the use of the laneway adjacent to the Café Meteor Bistro restaurant

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

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

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

And whereas Council considered Administrative Report No. CS-026-2017 at the May 16, 2017 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an Agreement with 1886216 Ontario Ltd. for Occupation of Land (laneway to the north of Café Meteor Bistro for consideration at the June 6, 2017 Regular Council meeting;

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

1. That the Mayor and Clerk be authorized to execute the Occupation of Land Agreement with 1886216 Ontario Ltd. for the use of municipal land (laneway) adjacent to the Café Meteor Bistro, a copy of which is attached hereto as Schedule "A" and forms part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first, second and third time and finally passed this 6th, day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2017-083

Occupation of Land Agreement between

The Corporation of the City of Temiskaming Shores

and

1886216 Ontario Ltd. (Café Meteor Bistro)

for use of the laneway adjacent to the Restaurant

This agreement, made this 6th day of June, 2017.

Between:

The Corporation of the City of Temiskaming Shores
(Hereinafter referred to as the "the City")

And:

1886216 Ontario Ltd. (Café Meteor Bistro)
(Hereinafter referred to as "the Benefactor")

Whereas the City is the owner of real property known as:

Laneway between 485 Ferguson Avenue and 489 Ferguson Avenue as
depicted in **Appendix 01**, attached hereto

And whereas the Benefactor wishes to use the Lands for Occupation purposes, more specifically the placement of picnic tables and grass maintenance;

Now therefore, in consideration of the mutual covenants and promises herein contained, the Parties agree as follows:

1. The Benefactor shall have the right to use the Lands for Occupation for the term of this Agreement which commences **June 15th, 2017** and ends **June 14th, 2020** unless the Agreement is terminated early by either party.
2. The Benefactor shall have no right to use the Lands for any other purpose than placement of picnic tables and grass maintenance; and shall commit no act on the Lands which would constitute a nuisance to any other person.
3. At the termination of this Agreement, the Benefactor shall leave the Lands in no worse condition than existed at the date of signature of this Agreement.
4. Either party may terminate this agreement on not less than thirty (30) days written notice to the other.
5. The Benefactor shall indemnify and save harmless the City from and against any and all liabilities, claims, damages, actions and causes of action arising from the use of the Lands.
6. The Benefactor shall on or before the **1st day of May** in each year, provide proof of liability insurance in the amount of **\$2 million** for the lands and all activities carried out thereon during use by the Benefactor.

Remainder of Page left Blank Intentionally

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

Signed and Sealed in
the presence of)

1886216 Ontario Ltd.

Owner/Operator – Nicole Geurtin

Witness

Print Name: _____

Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen

Municipal Laneway – North Side of Café Meteor Bistro



Picture from back of laneway looking towards Ferguson Avenue



Picture from Ferguson Avenue looking towards laneway

The Corporation of the City of Temiskaming Shores

By-law No. 2017-084

Being a by-law to designate any plan of subdivision, or part thereof, that has been registered for eight years or more, which shall be deemed as not a registered plan of subdivision 142 Haliburton Avenue East – Roll No. 54-18-010-002-135.00

Whereas Section 50(4) of the Planning Act, R.S.P. 1990, c.P.13, as amended authorizes the Council of a municipality to designate by by-law, a plan of subdivision, or any part thereof, that has been registered for eight (8) years or more, which shall be deemed not to be a registered plan of subdivision for the purposes of subdivision control;

And whereas the property owner has requested that the following properties be merged on title: Part of Lots 15 and 18, and Lots 16 and 17, Plan M24NB, Parcel 8065SST;

And whereas Council considered Memo No. 004-2017-CGP at the June 6, 2017 Regular Council meeting and directed staff to prepare the necessary deeming by-law for consideration at the June 6, 2017 Regular Council meeting;

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

1. That the lands hereinafter described shall be deemed not to be a lot or block on a Registered Plan of Subdivision for the purposes of Section 50(4) of the Planning Act R.S.O. 1990, c.P.13, as amended and as generally illustrated on Schedule "A" attached hereto and forming part of this by-law.
2. That the lands are described as
 - a) Parcel 8065 SST, Plan M-24 NB, Part of Lot 15;
 - b) Parcel 8065 SST, Plan M-24 NB, Lot 16;
 - c) Parcel 8065 SST, Plan M-24 NB, Lot 17;
 - d) Parcel 8065 SST, Plan M-24 NB, Part of Lot 18
3. That in accordance with Section 50(28) of the Planning Act, R.S.O. 1990, c.P.13, as amended, a certified copy or duplicate of this by-law shall be registered by the Clerk of the Corporation of the City of Temiskaming Shores at the Land Registry Office in Haileybury, Ontario.
4. That in accordance with Section 50(29) of the Planning Act, R.S.O. 1990, c.P.13, as amended, Council shall give notice of the passing of the by-law within 30 days of the passing to the owner of land to which the by-law applies.
5. That in accordance with Section 50(30) of the Planning Act R.S.O. 1990, c.P.13, as amended, Council shall hear in person or by an agent any person to whom a notice was sent, who within twenty days of the mailing of the notice gives notice to

the Clerk of The Corporation of the City of Temiskaming Shores that the person desires to make representations respecting the amendment or repeal of the by-law.

6. That the Mayor and Clerk are authorized to sign all necessary documents in connection with this by-law.
7. That this by-law shall not be effective until a certified copy or duplicate of this by-law is registered by the Clerk of The Corporation of the City of Temiskaming Shores at the Land Registry Office in Haileybury, Ontario.
8. That the passing of this by-law shall be subject to the provisions of the Planning Act.
9. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-law and schedule as may be deemed necessary after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law.

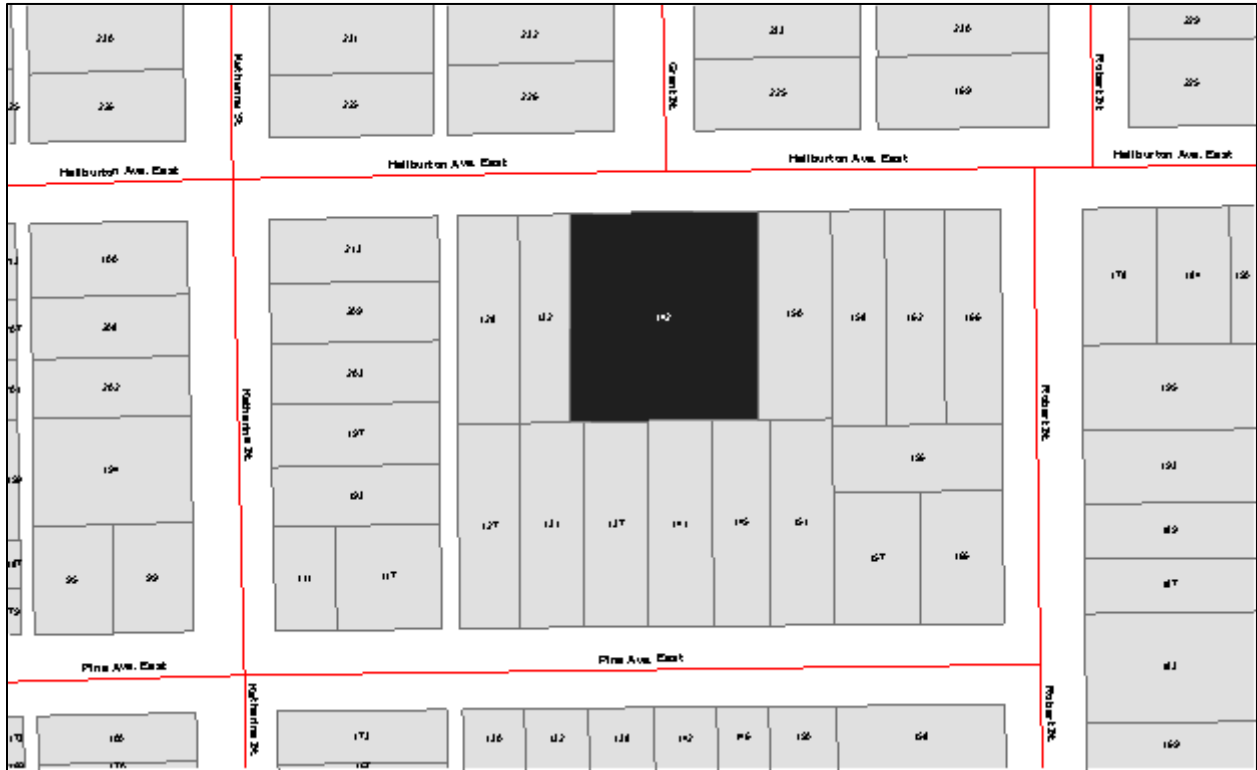
Read a first, second and third time and finally passed this 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

Schedule "A"

City of Temiskaming Shores



142 Haliburton Avenue East

The Corporation of the City of Temiskaming Shores

By-law No. 2017-085

Being a by-law to amend By-law No. 2005-122, as amended, a by-law to establish a Service Delivery Program under the Line Fences Act in order to appoint an Alternate Fence Viewer for the City of Temiskaming Shores

Whereas Section 2 of the *Municipal Act* requires municipalities to deliver and participate in provincial programs and initiatives;

And whereas The *Line Fences Act* requires local Councils to enact a by-law to establish a service delivery program as described under the Act;

And whereas Council adopted By-law No. 2005-122 to establish a service delivery program as described under the Act;

And whereas Section 3 of the *Line Fences Act* requires that the Council of every local municipality appoint such number of fence-viewers as are required to carry out the provisions of the Act;

And whereas Council considered Administrative Report No. CS-028-2017 at the June 6, 2017 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2005-122 to appoint and remove Fence Viewers for consideration at the June 6, 2017 Regular Council meeting;

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

1. That Council for the City of Temiskaming Shores hereby amends By-law No. 2005-122 by removing **Norm Desjardins, Carman Kidd, Phillip Alexander, Gerald Walker** and **Mathew Del Monte** as Fence Viewers;
2. That Council for the City of Temiskaming Shores hereby amends By-law No. 2005-122 by appointing **Tim Goodyear**, in his capacity as By-law Enforcement Officer; **Steve Langford**, in his capacity as Fire Prevention Officer and **Clayton Seymour**, in his capacity as Chief Building Official, as Fence Viewers for the City of Temiskaming Shores.

Read a first, second and third time and finally passed this 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

The Corporation of the City of Temiskaming Shores

By-law No. 2017-085

**Being a by-law to enter into a three (3) year agreement
with Rick's Magic Touch for the operation of the
Haileybury Beach Concession**

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

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

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

And whereas Council considered Administrative Report No. CS-029-2017 at the June 6, 2017 Regular Council meeting and directed staff to prepare the necessary by-law to enter into a three (3) year agreement with Rick's Magic Touch Catering Services for the operation of the Haileybury Beach Concession for consideration at the June 6, 2017 Regular Council meeting;

And whereas the Council of the City of Temiskaming Shores deems it expedient to enter into an agreement for the operation of the Haileybury Beach Concession;

Now therefore the council of the City of Temiskaming Shores enacts as follows:

1. That the council of The Corporation of the City of Temiskaming Shores agrees to enter into an agreement with Rick's Magic Touch Catering Services for the operation of the Haileybury Beach Concession, a copy of which is attached hereto as Schedule "A" and forms part of this by-law;
2. That the Mayor and Clerk are hereby authorized to sign and seal said agreement on behalf of The Corporation of the City of Temiskaming Shores.
3. That the Clerk of the City of Temiskaming Shores is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantical or descriptive nature or kind to the by-law and schedule as may be deemed necessary after the passage of this by-law.

Read a first, second and third time and finally passed this 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

This agreement made in duplicate this 2nd day of May, 2017.

Between:

City of Temiskaming Shores
(Hereinafter called the “City”)

And:

Rick’s Magic Touch Catering
(Hereinafter called the “Tenant”)

Whereas the City is the owner of the lands in the City of Temiskaming Shores, in the District of Temiskaming as described herein;

And whereas the parties hereto have agreed to enter into this Lease.

1. Leased premises

The City hereby demises and leases to the Tenant part of the City's Building known as the Concession containing a rentable area located at the Haileybury Beach in the City of Temiskaming Shores, Ontario being hereinafter called the "premises".

2. Term

To hold the premises for a three (3) year term commencing on **May 1st, 2017** to **September 15th, 2019**.

3. Rent

The Tenant shall pay rental fees over the term of this agreement as follows:

2017: **\$500 + HST**

2018: **\$550 + HST**

2019: **\$600 + HST**

4. Renewal

The Tenant, upon the satisfaction of the City, shall the right to renew the agreement under the same conditions and provisions contained herein.

The City reserves the right to seek proposals or renegotiate the conditions and provisions for the lease of the premises if it is felt in the best interest of the City to do so.

5. Tenant’s Covenants

a) Rent – to pay rent;

b) Insurance - To provide General Liability Insurance for coverage of all areas under this lease in the joint names of the Tenant and the City of Temiskaming Shores with the limits of not less than (\$2,000,000) **two million dollars (Canadian)**,

inclusive per occurrence for bodily injury, death or damage for property including loss of use thereof, with property deductible of five hundred dollars (\$500). Proof of insurance must be supplied to the City prior to occupying the facilities and thereafter to provide proof of insurance on each anniversary of the date of occupation; and, to provide proof of insurance forthwith upon request by the City at any time.

- c) **Repair** - to repair, reasonable wear and tear and damage by fire, lightning and tempest only excepted; and to permit the City to enter and view the state of repair and to repair according to notice in writing, reasonable wear and tear and damage by fire, lightning and tempest only excepted; and to leave the premises in good repair, reasonable wear and tear and damage by fire, lightning and tempest only excepted;
- d) **Cost of repair where Tenant at fault** - that if the building including the premises, boilers, engines, pipes and other apparatus (or any of them) used for the purpose of heating or air conditioning the building, or if the water pipes, drainage pipes, electric lighting or other equipment of the building or the roof or outside walls of the building get out of repair or become damaged or destroyed through the negligence, carelessness or misuse of the Tenant, his servants, agents, employees or anyone permitted by him to be in the building (or through him or them in any way stopping up or injuring the heating apparatus, water pipes, drainage pipes, or other equipment or part of the building) the expense of any necessary repairs, replacements or alterations shall be paid by the Tenant to the City forthwith on demand;
- e) **Assigning or subletting** - not to assign, sublet or part with possession of any part of the premises without leave of the City, which leave shall not be unreasonably withheld, and which leave shall not be required in the event of a sublease to add any personnel to the group comprising the Tenant or to a management corporation which may be incorporated by the Tenant;
- f) **Entry by City** - to permit the City or its agents to enter upon the premises at any time and from time to time for the purpose of inspecting and making repairs, alterations or improvements to the premises or to the building, and the Tenant shall not be entitled to compensation for any inconvenience, nuisance, or discomfort occasioned thereby; provided that the City shall give reasonable advance notice to avoid inconvenience to the Tenant, given the private and confidential nature of the profession of the Tenant;
- g) **Indemnity** - to indemnify and save harmless the City against and from any and all claims by or on behalf of any person or persons, firm or firms, or corporation or corporations arising from the conduct or any work, by or through any act of negligence of the Tenant or any assignee, subtenant, agent, contractor, servants, employee or licensee of the Tenant;
- h) **Alterations** - not to make or erect in or to the premises any installation, alteration, addition, or partition without submitting plans and specifications to the Tenant and obtaining the Tenant's prior written consent (in each instance); such work shall if the Tenant so elects, be performed by employees of or contractors designated by

the Tenant; in the absence of such election, such work may be performed with the Tenant's consent in writing (given prior to letting of contract) by contractors engaged by the City but in each case only under written contract approved in writing by the Tenant and subject to all conditions which the Tenant may impose; the City shall submit to the Tenant or the City's contractors (as the case may be), when due the costs of all such work and of all materials, labour and services involved therein and of all decoration and all changes in the building, its equipment or services, necessitated thereby; provided, that it is at this time understood by the Tenant that certain equipment is to be installed and to be placed at convenient places as designated by the City;

- i) **Use of Building** - the Tenant shall not allow the building and/or property to be used for any purpose other than to carry on the business of a Concession Stand; and

6. City’s Covenants

The City covenants with the Tenant;

- a) **Quiet enjoyment** - for the quiet enjoyment;
- b) **Taxes** - to pay all taxes and rates, municipal, parliamentary or otherwise, levied against the premises or the Tenant on account thereof;
- c) **Electricity and water** - to pay for the electricity and water supplied to the premises;
- d) **Refuse Collection** – The City **shall not** provide any additional refuse or recycling receptacles or collection specific to this operation;
- e) **Structural soundness** - to keep the premises, common areas and parking lot structurally sound and to look after any structural defects which may arise.

7. Provisos

Provided always and it is hereby agreed as follows:

- a) **Fixtures** – in addition to the facility itself the City is the owner of the equipment contained in Appendix 01, being part of this agreement;
- b) **Fire** - In case of damage to the premises by fire, lightning or tempest, rent shall cease until the premises are rebuilt. The City may at its option terminate this lease on giving written notice to the Tenant.
- c) **Damage to property** - The Tenant shall not be liable nor responsible in any way for any loss of or damage or injury to any property belonging to the City or to the employees of the City or to any other person while in the building or in the yard of the building unless such loss, damage or injury shall be caused by the negligence of the Tenant or its employees, servants or agents for any damage to any such property caused by steam, water, rain or snow which may leak into,

issue or flow from any part of the building or from the water, steam or drainage of the building or from any other place or quarter nor for any damage caused by or attributable to the condition or arrangement of any electric or other wiring omitted by any other City;

- d) Right of termination by the City** - The lease may be terminated for any valid operational reason;
- e) Right of termination by the Tenant** - the Tenant, in addition to all other rights, shall have the right to terminate this lease forthwith by leaving upon the premises notice in writing of its intention, and thereupon rent and any other payments for which the City is liable under this lease shall be computed, apportioned and paid in full to the date of such termination, and the Tenant shall immediately deliver up possession of the Premises to the City, and the City may re-enter and take possession of the premises;

8. Headings

The headings in this lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this lease or any provisions hereof.

Remainder of this page left blank intentionally

Signed and Sealed in
the presence of)

Rick’s Magic Touch Catering

Owner – Rick Hobson

Witness

Print Name: _____

Title: _____

Municipal Seal)

**Corporation of the City of
Temiskaming Shores**

Mayor – Carman Kidd

Clerk – David B. Treen

Fixtures owned by the City

Haileybury Beach Concession:

- Large Freezer
- Small Refrigerator
- Microwave
- Sink

The Corporation of the City of Temiskaming Shores

By-law No. 2017-016

Being a by-law to provide for a drainage works in the City of Temiskaming Shores in the District of Timiskaming known locally as the Peters Road Municipal Drain

Whereas the Roads Authority (Public Works Department) petitioned the Council of the Corporation of the City of Temiskaming Shores in the District of Timiskaming in accordance with the provisions of the *Drainage Act* requesting that the following roads be drained by a drainage works:

Peters Road between Highway 65 E and Drive-In Theatre Road in Dymond Township

And whereas the Council of the City of Temiskaming Shores in the District of Timiskaming has procured a report dated October 14, 2016 prepared by K. Smart Associates Limited and the report is attached hereto and forms part of this By-law;

And whereas the estimated total cost of constructing the drainage works is **\$123,015**;

And whereas it is estimated that **\$25,923** is the amount to be contributed by the municipality for construction of the drainage works;

And whereas Council considered Administrative Report No. CS-005-2017 at the February 7, 2017 Regular Council meeting and directed staff to prepare the necessary by-law to provide Provisional approval at the February 21, 2017 Regular Council meeting;

Now therefore the Council of The Corporation of the City of Temiskaming Shores under the *Drainage Act*, hereby enacts as follows:

1. That the report dated October 14, 2016 and attached hereto as Schedule "A" is hereby adopted and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith;
2. The Corporation of the City of Temiskaming Shores may borrow on the credit of the Corporation the amount of **\$123,015**, being the amount necessary for construction of the drainage works;

Schedule of Assessments

Roll No.	Owner	Area (ha)	Total	2/3 Grant	Allow	Net Ass.
002-078	Chieftain Dairy Farms	40.50	\$ 20,007	\$ 13,338	\$ 5,200	\$ 1,469
002-079	Pedersen Materials Ltd.	42.70	1,101	734	0	367
002-080	Pedersen Materials Ltd.	9.00	226	151	0	75
002-081	Chieftain Dairy Farms	29.00	60,647	40,431	19,400	816
002-081.10	D. & F. Plante	1.90	2,873	0	1,000	1,873
002-082	J. Wilson	25.40	642	428	0	214
002-083	Chieftain Dairy Farms	32.50	914	609	0	305
002-084	1804633 Ontario Inc.	33.80	880	587	0	293

002-085	J. Wilson	2.40	60	40	0	20
002-087	D. Rostad	16.40	435	290	0	145
002-088	Newhome Farms Ltd.	13.50	358	239	0	119
002-089	Newhome Farms Ltd.	15.90	410	273	0	137
002-151	Agric. Res. (OMAFRA)	23.50	669	0	0	669
002-155	Agric. Res. (OMAFRA)	55.70	1,586	0	0	1,586
002-156	P. Peters	27.10	771	514	0	257
002-159	Agric. Res. (OMAFRA)	32.40	848	0	0	848
002-160	M. Benoit	32.40	911	607	0	304
002-161	M. Benoit	31.60	899	599		300
002-162	C. Grandmaitre	0.80	34	0	0	34
Hwy 65	MTO	N/A	50	0	0	50
Drive-in Theatre Rd	City of T. Shores	N/A	85	0	0	85
Peters Rd	City of T. Shores	N/A	14,880	0	0	14,880
Spec Ass.	City of T. Shores	N/A	10,890	0	0	10,890
½ Sales Barn Rd.	City of T. Shores	N/A	68	0	0	68
Township of Harris						
1-126	Y. Rundle	6.00	171	114	0	57
1-146	A & D Frey	24.90	708	472	0	236
1-147	A & D Frey	58.00	1,564	1,043	0	521
1-148	M & E Auger	7.10	102	68	0	34
1-149	A & D Frey	1.10	17	11		6
1-164	S. Tobler	6.20	177	118	0	59
½ Sales Barn Rd.	Twp. of Harris	N/A	32	0	0	32
Totals:			\$ 123,015	\$ 60,666	\$ 25,600	\$ 36,749

3. All assessments are payable in the first year in which the assessment is imposed.
4. This by-law comes into force on the passing thereof and may be cited as “**Peters Road Municipal Drain By-law**”;
5. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

Read a first and second time and provisionally adopted this 7th, day of February, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen

Read a third time and finally adopted this _____ day of _____, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen



Schedule "A" to

By-law No. 2017-016

Peters Road Municipal Drain

Engineers Final Report

Engineering Report

for the

Peters Road Drain

City of Temiskaming Shores

(Geographic Township of Dymond)

District of Timiskaming

October 14, 2016

File No. 15-265



K. SMART ASSOCIATES LIMITED
85 McIntyre Drive, Kitchener, ON, N2R 1H6

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www.ksmart.ca

October 14, 2016

File No. 15-265

PETERS ROAD DRAIN

City of Temiskaming Shores

EXECUTIVE SUMMARY

This is a drainage report that is prepared pursuant to Sections 4 and 8 of the Drainage Act, RSO 1990. The City of Temiskaming Shores had received two (2) separate petitions for improved drainage, i.e. the Drainage Superintendent's (Road Authority) petition for Peter's Road, and a petition from Basil Loranger (Chieftain Dairy Farms Ltd.) (Roll No. 002-08100) for his property in the south part of Lot 11, Concession 3 (Dymond Twp). The proposed drain is located in the south parts of Lots 10 and 11, Concession 3 (Dymond Twp) in the City of Temiskaming Shores.

The primary purpose of this report is to provide for improved drainage for parts of Lot 11, Con. 3, and for Peters Road from Highway 65 to Drive-In Theatre Road.

The work involved with the preparation of this report had followed the Drainage Act process which has involved an on-site meeting, review of the site, undertaking of a survey and design, and the preparation of a report to include descriptions of the work, cost estimates, allowances, specifications, assessment and future maintenance schedules and drawings.

The total estimated cost of the project is \$123,015.

The drain will consist of 1246m: 690m of open ditch (Main Drain) and 556m of closed drain (including the incorporation of 380m on Main Drain and 141m on Branch A).

Total watershed served is approximately 577.9 hectares (1428 acres).

The estimated cost is to be assessed out in accordance with the Schedule of Assessments which is noted to be Schedule A. Schedule A shows the assessment of the total estimated cost for the Peters Road Drain to the affected lands and roads. Schedule A is on Page 23.

Schedule B (Schedule of Assessments for Future Maintenance) will be used to bill out costs of future repair and maintenance when incurred on the Peters Road Drain. Schedule B is on Page 24.

Schedule C may be used to prorate the final cost for the Peters Road Drain. Schedule C illustrates the estimated net assessments after deducting possible available grants and allowances where applicable. Schedule C is included for information purposes only. It is not an official schedule. It is of assistance when preparing the final/actual cost bylaw and grant application. Schedule C is on Page 25.

Appendix A illustrates the calculations of the assessments outlined in Schedule A and Appendix B illustrates the calculations of the future maintenance assessments outlined in Schedule B. Appendices A and B are on Pages 26 to 28.

BACKGROUND

A petition was filed by the Road Authority on June 17, 2015 under Section 4(1)(c) of the Drainage Act with the Clerk of the City of Temiskaming Shores for improved drainage for Peters Road between Highway 65 and Drive-In Theatre Road. In July 2015, City Council requested proposals from various engineers to provide services related to the Peters Road petition, preparation of a report for a proposed drain. K. Smart Associates Limited (KSAL) had submitted a proposal dated August 20, 2015.

On September 15, 2015 KSAL was appointed by the City to prepare a report with respect to the Peters Road Drain in accordance with Sections 4 and 8 of the Drainage Act. An on-site meeting was held on September 24, 2015.

In 2016 a further petition was filed by Basil Loranger (Roll No. 002-08100) on March 30, 2016 with the Clerk of the City of Temiskaming Shores for drainage improvements for their property in part of Lot 11, Concession 3 (Dymond Twp). City Council passed a resolution on April 19, 2016 for the preparation of a combined report to address both petitions under Sections 4 & 8 of the Drainage Act, RSO 1990 as amended. Neal Morris, P. Eng. of K. Smart Associates Limited was appointed as the Engineer to review the petitions and proceed with the report.

A thorough survey of the project site was then conducted, and the design, cost estimates, and schedules were prepared over the period of October 2015 to May 2016. On June 8, 2016 a second meeting was conducted to present the proposed design and associated costs to the landowners and the affected agencies within the watershed. An information package was sent out on August 30, 2016 for the landowners' and agencies' comments on the proposed design and costing. Several comments were received and then the report was subsequently prepared and the drawings, assessment schedules and future maintenance schedule, appendices and specifications were completed and is herein being submitted.

DRAINAGE HISTORY

Along the route of the proposed Peters Road Drain, there is an existing ditch and 1800mm CSP across Peters Road. The proposed drain outlets into an existing culvert across Highway 65 and then an existing ditch downstream of Highway 65 that outlets into Lake Timiskaming. The watershed for the proposed Peters Road Drain does not have any common municipal drain watersheds adjacent to it.

In 1996± Chieftain Dairy Farms Ltd. (Roll No. 002+08100) closed in some of the ditches upstream of Peters Road with tile and catchbasins, etc.

ON-SITE MEETING

The required on-site meeting was held on September 24, 2015. The affected landowners were notified as well as the appropriate Ministries and agencies. In attendance was:

- Doug Walsh (Temiskaming Shores)

- Basil Loranger (Landowner) (Roll No's. 002-07800 & 002-08100) (Chieftain Dairy Farms Ltd.)
- Ed Gorecki (Drainage Superintendent)
- James Johnston (MTO)
- Richard McNaughton (MTO)

Items Discussed:

- Landowner wants to put larger tile (30") in
- In the spring, the tile is overloaded and the overflow swale gets washed out. The soil then fills in the ditch and the road is overtopped.
- There is erosion and sediment deposits around the culvert.
- The MTO culvert on Highway 65 has been recently replaced.
- Ed Gorecki stated that the lands upstream of Basil Loranger's lands have significant flooding problems in the spring and major storm events. They have had beaver problems in the past along Peter's Road.
- Minor cleanout is needed of the ditch downstream of Peter's Road.
- Basil Loranger said that most of his land is tiled and he has tile plans.
- The residential property downstream of Peter's Road has been filling in part of the valley.
- Doug Walsh and Ed Gorecki said that most of the watershed is developed agricultural land. There is good drainage/slope and very little storage. The Township of Harris is in the upper part of the watershed.

The Engineer concluded the meeting by identifying the next steps which would be surveying, developing a design, and creating assessment schedules for the drainage works.

SITE EXAMINATION AND SURVEY

The initial field examination took place on September 24, 2015 after the on-site meeting and the survey was undertaken in the latter part of October 2015.

Across Highway 65 there is an existing culvert that varies in size from 1800mm dia. concrete pipe at the downstream (south) end to a 1200mm dia. smooth wall steel pipe encased in a 2200mm dia. CSP at the upstream (north) end. Across the Chieftain Dairy Farms Ltd. (Roll No. 002-08100) / D. & F. Plante (Roll No. 002-08110) properties there is an existing ditch that has some brush in it. Across the first road crossing of Peters Road is an existing 18m length of 1800mm dia. CSP in good condition.

Along the west side of Peters Road/Chieftain Dairy Farms Ltd. (Roll No. 002-07800) property there is an existing ditch that also has some brush in it. The second road crossing consists of a 19m length of 1800mm dia. CSP that is half full of sediment and an existing 900mm dia. CSP/750mm concrete pipe that serves as a tile outlet for the Chieftain Dairy Farms Ltd. property upstream (east) of Peters Road. Upstream/east of this tile outlet on the Chieftain Dairy Farms Ltd. property there are existing closed drains with ditches/waterways and this property has been systematically tiled.

AREA REQUIRING DRAINAGE & SUFFICIENCY OF PETITIONS

The area requiring drainage for the petition by Basil Loranger (Roll No. 002-08100) was determined to be part of the S½ Lot 11, Concession 3 (Dymond Twp).

Since the petition was signed by the landowner with 88% (9.2 ha of the 10.4 ha) of the area requiring drainage, the petition is deemed to be valid in accordance with Section 4(1)(b) of

the Drainage Act. The Road Authority's petition for improved drainage for Peters Road is valid in accordance with Section 4(1)(c) of the Drainage Act.

DESIGN CONSIDERATIONS

This report has followed the sizing recommendations of the Design and Construction Guidelines.

i) Open Ditch

The ditch is sized to provide an outlet for tile drainage systems. The open ditch is sized for a two (2) year storm event. This standard is in accordance with the Design and Construction Guidelines for drainage construction in accordance with the Drainage Act. The Peters Road culverts seem to satisfy a 10 year storm.

ii) Proposed Pipe/Tile (Closed) Drain

The proposed pipe/tile outlet in combination with the existing pipes across the road provides for a 12.5mm ($\frac{1}{2}$ ") drainage coefficient for the agricultural tiled lands and 25mm (1") for lands contributing surface water to the system. This means that the pipes/tiles will have the capacity to remove 38mm ($1\frac{1}{2}$ ") of runoff in a 24 hour period assuming that the runoff can be admitted to the drain.

iii) Existing Tile (Closed) Drains Being Incorporated

The existing 750mm (30") tile on the Main Drain from the east side of Peters Road to the junction with Branch A provides for a 12.5mm ($1\frac{1}{2}$ ") drainage coefficient.

The existing 300mm (12") plastic tile on the Main Drain upstream of the 750mm tile provides for a 9.5mm ($\frac{3}{8}$ ") drainage coefficient. The existing 350mm tile on Branch A provides for a 12.5mm ($1\frac{1}{2}$ ") drainage coefficient.

ENVIRONMENTAL CONSIDERATIONS

The proposed Peters Road Drain does not pass through any wetlands. There are no fish or mussel species at risk in the area of the Peters Road Drain. The Ministry of Natural Resources and Forestry shows no endangered species within the area of the Peters Road Drain. The MNR and DFO will receive a copy of this report for review.

The proposed Peters Road Drain outlets into the culvert across Highway 65 which outlets into a natural watercourse that outlets into Lake Timiskaming. Lake Timiskaming is a known Lake Sturgeon spawning habitat. Standard sediment control measure shall be in place during construction and post construction of the Peters Road Drain. These will include permanent sediment traps, vegetated buffer strips and sediment control dams. It is recommended that the sediment traps be cleaned out on a regular basis to limit the movement of sediment collected in them from the upstream lands and from the road corridor itself.

SOILS CONSIDERATIONS

A review of the New Liskeard-Englehart Area Soils Map indicates that the soils in the watershed to be Haileybury clay (good drainage, smooth steeply sloping and stone free), Hanbury clay (imperfect drainage, smooth gently sloping and stone-free to moderately stony) and New Liskeard clay (poor drainage, smooth very gently sloping and stone-free to moderately stony).

The majority of construction will occur in the Hanbury and New Liskeard clay soils.

The Hanbury and New Liskeard clay soils should not present any construction problems. However, efforts should be made to undertake the drain construction during the dry season since the outlet is sensitive habitat for Lake Sturgeon.

PERMITS AND UTILITIES

The only permits/applications that are anticipated for this work are those required by the MNRF, DFO and the MTO. Other permits/applications will be obtained if required.

The only locations where utilities can be expected are at the Peters Road crossings. There are overhead hydro lines on the west side of the road. Underground Bell cables exist along one side of Peters Road.

The contractor will be required to contact the Utilities and all landowners along the proposed drain route to determine the existence of any underground or overhead utilities on roads and private properties, prior to construction. If any owner is aware of buried private utilities, they should make the municipality and the engineer aware during the Consideration and/or Court of Revision of this project, prior to construction.

The contract (tender) documents will also require that the Contractor have locates done of all underground utilities on roadways and private lands where such may exist.

OUTLET CONSIDERATIONS AND SUFFICIENCY OF OUTLET

The work recommended in this report will outlet into an existing culvert across Highway 65 and then into a natural watercourse which outlets into Lake Timiskaming which are deemed a sufficient outlet for the Peters Road Drain.

BRUSHING

The brushing specification in this report is such that where heavy or light brushing is required along the channel, all trees and brush alongside and in the channel width will be brushed or cut and all roots/stumps to be removed. All roots and stumps will be moved laterally to a disposal area and the trunks and brush would similarly be piled in with standing trees at the lateral site but in separate windrows or piles unless such are power brushed in which case the chips will be left where they fall. (If an owner requests, the brush piles can be left at the perimeter of the cleared area rather than pushing in with standing trees.) Generally the approach to be followed is that all standing trees of all sizes are cut and then windrowed or piled in with trees in the adjacent bush along the edge of the cleared area or are power brushed. Then the roots are grubbed out by dozer or excavator and the remaining clearing debris including roots are moved to the designated disposal site. Provisions for lateral drainage are required through all windrows.

Where scattered trees are trimmed or removed along the outlet routes with approval, the materials are to be hauled to one of the disposal sites unless required by owner to be left on site. In open or field areas, scattered trees and brush along the channel may require clearing and grubbing and will be hauled away to a nearby bush.

Where an owner specifically requests that identified trees be cut and trimmed, such will be left in 6m lengths provided the diameter is 150mm or greater. Where an owner requests that specific trees not be cut, the Engineer may allow such to remain if such do not overly impede the Contractor's excavation or leveling operations and will not overly affect future maintenance work.

If an owner should wish additional work done with respect to clearing, he will be responsible directly to the Contractor for the increased costs and this additional work will not be considered to be part of the drain for future maintenance.

FUTURE CONTROL OF BRUSH

It is recommended that the City consider a program of brush control after this project is completed. If any regrowing brush is sprayed approximately one year from the time of the initial brushing, such may avoid more expensive brushing projects in the future. Any spraying should be done by a licensed applicator and could be undertaken as drain maintenance pursuant to the Drainage Superintendent's Program. If properly done, at dry times of the season, no downstream impacts will result. If spraying is not implemented, power brushing of new growth should be done as a maintenance project prior to substantial growth of the brush.

RIPRAP & OTHER BANK PROTECTION

Riprap is the placement of angular stone on top of a filter fabric to give stability to eroding or erodible banks, at tile outlets and at bends and other locations. Riprap is also required as part of culvert work. If additional areas to be protected become evident at the time of construction, additional riprap may be authorized at such time as part of the contingency allowance.

In areas where access for hauling of stone may be difficult, the Engineer may authorize an alternative method of bank protection, such as erosion control blankets or turf reinforced mats as part of the contingency allowance.

REPAIR OF CONSTRUCTED WORK

Should any portions of the constructed work require corrective work up to the end of the maintenance period due to soil instability or erosion, the engineer may authorize bank stabilization (riprap, erosion control mats, etc.), re-sloping of banks and/or stone check dams (temporary rock sediment traps) as necessary. The additional costs for such will be assessed against the overall assessment schedule. The Engineer and City may also elect to do such repairs as works under the Drainage Superintendent, if time and financing allow. If any areas require corrective work as the result of construction deficiencies such will be attended to as part of the contract.

ADDITIONAL WORK ITEMS THAT COULD BE REQUESTED BY OWNERS AT TIME OF CONSTRUCTION

Most items of additional work that could be required by owners at the time of construction (examples of this would be more expensive methods of disposal of excavated or brushed materials) would have to be paid directly by the owner to the contractor and such would not form part of the drain nor be eligible for the grant. Only if the engineer determines that such additional items are necessary for the intended purpose of the drain and that such

are in compliance with OMAFRA policies could such be part of the drain and be eligible for grant and then only if that property has the Farm Property Class Tax Rate (F.P.C.T.R.).

PRIVACY OF LANDS

Even though a Municipal Drain is being constructed across the lands of the various landowners, there still is no right of one landowner to enter onto another landowner's lands. Only the appropriate Municipal representative (Drainage Superintendent) as part of their maintenance of the drain or the Engineer (or Engineer's assistants, i.e. survey or inspection crew) appointed by the City as part of his work with respect to this report, plus the selected Municipality's approved contractors for construction and future maintenance of the drain (branches), have the right to enter onto privately owned lands of others.

SECOND MEETING

On June 8, 2016 a second meeting was held with the landowners and agencies affected to discuss the proposed drain. All owners believed to be in the watershed along with the affected agencies and municipal staff were notified.

The Enginee explained the Drainage Act process and how the assessments were determined. A number of upstream landowners were questioning their assessments.

Basil Loranger did not want a new tile on his property.

INFORMATION PACKAGE SENT TO THE OWNERS

On August 30, 2016 an information package that included drawings, specific notes and possible assessments (net assessments) was sent to all landowners and roads in the watershed.

Basil Loranger (Chieftain Dairy Farms Ltd.) (Roll No. 002-08100) replied and wished that the existing tile drain that he did in 1996± upstream of Peters Road to be incorporated as part of the proposed drain.

RECOMMENDED WORK

As a result of the survey, the designs, the meetings, the discussions and comments from the landowners, the MTO, and City staff, the following is a description of the work recommended for the Peters Road Drain on drain/branch by drain/branch and property by property basis and also describes what the drain is for future maintenance purposes (Note: all roll numbers begin with 54-18-020-):

i) Main Drain

Highway 65 (MTO) / Chieftain Dairy Farms Ltd. (Roll No. 002-08100) (North) / D. & F. Plante (Roll No. 002-08110) (South)

0+000 to 0+008 - Construct permanent rock sediment trap with 10m² of riprap on filter underlay

- 0+000 to 0+285 - Light brushing (10m width)
- 285m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)
- Place/level spoil on north side of ditch

Peters Road (City of Temiskaming Shores)

- 0+285 to 0+287 - Light brushing (10m width)
- 2m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)
- Spoil to be hauled away
- 0+287 - Construct permanent rock sediment trap with 10m² of riprap on filter underlay
- 0+287 to 0+305 - Clean out existing 18m length of 1800mm dia. CSP road culvert.
- Spoil to be hauled away
- 0+305 to 0+307 - Light brushing (10m width)
- 2m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)
- Spoil to be hauled away

Chieftain Dairy Farms Ltd. (Roll No. 002-07800)

- 0+307 to 0+690 - Light brushing (10m width)
- 383m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)
- Place/level spoil on west side of ditch
- 0+683± to 0+688± - Construct permanent rock sediment trap with 10m² of riprap on filter underlay

Peters Road (City of Temiskaming Shores) / Chieftain Dairy Farms Ltd. (Roll No. 002-08100)

- 0+690 - Place 25m² of riprap on filter underlay at downstream ends of existing 1800mm dia. CSP road culvert, existing 900mm dia. CSP tile outlet and new 450mm dia. HDPE pipe outlet
- 0+690 to 0+709 - Clean out existing 19m length of 1800mm dia. CSP road culvert
- Spoil to be hauled away
- 0+709 to 0+716± - Place 40m² of riprap on filter underlay at upstream end of existing 1800mm dia. CSP road culvert.
- 0+690 to 0+725 - Install 35m of 450mm dia. HDPE plastic pipe across road by open cut including full granular backfill and gravel road restoration.
- 0+690 to +0725± - Existing 900mm dia. CSP tile outlet across road to remain.
- No work required.
- 0+723 to 0+725 - Construct WASCoB consisting of 48m long x 0.8m± high earth berm, offset 300mm dia. hickenbottom with 5m of 300mm dia. plastic tubing connection to the 450mm HDPE pipe and with 20m² of riprap on filter underlay.

Chieftain Dairy Farms Ltd. (Roll No. 002-018100)

- 0+725 to 0+860 - Existing 135m of 750mm dia. concrete tile to be incorporated. No work required at this time.
- 0+860 - Existing 900 x 1200mm concrete catchbasin to be incorporated. No work required at this time.
- 0+860 to 1+105 - Existing 245m of 300mm dia. plastic tile to be incorporated. No work required at this time.
- 1+105 - Existing 600 x 600mm concrete ditch inlet catchbasin to be incorporated. No work required at this time.

ii) Branch A

Chieftain Dairy Farms Ltd. (Roll No. 002-018100)

- 0+000 to 0+141 - Existing 141m of 350mm dia. concrete tile with 500mm dia. plastic tile, at outlet into CB at Sta. 0+860 M.D. to be incorporated. No work required at this time.
- 0+141 - Existing 600 x 600mm concrete ditch inlet catchbasin to be incorporated. No work required at this time.

CONSTRUCTION SCHEDULING

Construction cannot commence until after the statutory requirements of the Drainage Act have been satisfied. If there are no appeals after the Court of Revision, construction may commence approximately three months after the date of this report. Appeals under the procedures in the Drainage Act could result in a later starting date for construction, as construction cannot commence until all appeals are settled. Once construction commences, if the work is proceeded with continuously, it should be completed in approximately 8 to 12 working days.

The Engineer may provide inspection during the construction of the drain and may conduct meetings with the contractor and landowners affected by construction at the commencement and the completion of construction. The contract for construction of the drain will be awarded by public tender. Unless construction commencement and completion dates are requested prior to the tender call, the contractor will specify the starting and completion dates for construction in the tender.

DRAIN LOCATION AND WATERSHED PLAN

The location of the Peters Road Drain is shown as a heavy (thick) solid line on the watershed plan on Drawing No. 1 included with this report. The numbers adjacent to this line indicate in meters the distance along the drain. The heavy dashed line indicates the approximate watershed boundary for the Peters Road Drain. The watershed plan also shows the location of other existing drains around the watershed, property boundaries, City assessment roll numbers, and hectares affected by the drain.

PROFILES AND OTHER DRAWINGS

The profiles for the Peters Road Drain are on Drawings No. 2 and 3. The profiles shows the depth and grade of the proposed ditch cleanout. The depth and grade of pipes and culverts are also shown on the profiles. The upper thin solid line represents the existing ground (bank) level along the center line of the new ditch. A lower thin dashed line represents the bottom of the existing ditch. The lower heavy solid line represents the grade line for the proposed new ditch bottom and invert for the new pipe. The lower heavy dashed line represents the grade line to be used for maintenance, for the existing closed (tile/pipe) drains being incorporated.

Drawings 3 to 7 contain the details, cross-sections and Specific and General notes of the Construction Notes (Special Provisions).

COST ESTIMATE

The cost estimate on this project has five components - the Allowances, the Construction Cost Estimate (including contingency items), the Engineering Cost Estimate, the Construction Supervision and Eligible Administration Cost Estimate (which is primarily for interim financing and includes the Net HST), and the Estimated Cost Summary. These are set out in detail in the following sections:

a) Allowances

i) Section 29

Section 29 of the Drainage Act provides for the payment of allowances for right-of-way to landowners who have a portion of a new drain on their property that has not been constructed pursuant to a previous report. This allowance compensates the owners for land used to accommodate the drain (right-of-way), access routes to the drain and the right-of-way alongside the drain for construction and maintenance purposes.

Section 29 allowances are based on the following rates:

<u>Type of Land</u>	<u>Area Land Value</u>
Standard Cultivated Farm Lands	\$ 6,150/ha
High Value (Tiled)	\$ 12,300/ha
Bush (Forest) and Lowlands	\$ 1,125/ha

The allowance for right of way is based on fair market value for the land taken or to be used. A review of the assessed value for the properties was obtained from the recent municipal assessment rolls.

ii) Section 30

Section 30 of the Drainage Act provides for the payment of allowances to landowners along the drain for damages caused to lands and crops by the construction of the drain and in using the access. This allowance includes compensation for the leveling of the materials and the operation of construction equipment.

The allowance for damages to lands is based on common crop yields and historical crop prices compiled by OMAFRA for District of Timiskaming. A fair representative annual crop value has been arrived at using a 4-year composite average for the latest available crop statistics for this area (2012-2015 period). The damage allowance rate is a form of

compensation to account for both the immediate crop damage plus reduced productivity of the land for several years thereafter, caused by the work. The following calculated allowance rates are based on a complete crop loss during the initial year of construction plus incrementally declining losses over the following 4 year period. Based on this approach, the listed damage allowances have been determined for normal open drain applications and applied to standard cultivated lands. Other land uses are proportional to this calculation.

Section 30 (Damages) allowances are provided in accordance with the following rates as shown in the table below. It is felt that the minimum width of work for allowances is 20m average width for ditch excavation and leveling.

Type of Crop	Crop Value
Grains/Hay (Cultivated Lands)	\$ 2,300/ha

iii) Section 31

Section 31 of the Drainage Act provides for the payment of allowances to landowners for an existing drain that was not constructed on requisition or petition under the Drainage Act and is to be incorporated in whole or in part in a drainage works. On this project, there are allowances to the Chieftain Dairy Farms Ltd. property (Roll No. 002-08100) for the existing 135m of 750mm dia. concrete tile, 900 x 1200mm CB and 245m of 300mm dia. plastic tile and 600 x 600mm DICB on the Main Drain from Sta. 0+725 to 1+105 and for the 141m of 350mm dia. concrete tile with 500mm dia. plastic tile at the outlet and a 600 x 600mm DICB on Branch A from Sta. 0+000 to 0+141, all to be incorporated as part of the Peters Road Drain. The tile, CB's etc., were constructed in 1996±. The amount shown is the approximate costs from 1996 (with depreciation).

iv) General

In accordance with Section 62(3) of the Drainage Act RSO 1990, the allowances shown may be deducted from the final assessment levied. A net payment to the owner would only be made when the allowance is greater than the final assessment. The allowances are a fixed amount and are not adjusted at the conclusion of construction. Allowances can only be changed if the report is modified prior to adoption of the report by bylaw or in accordance with the paragraph in this report that deals with changing the scope of work after the bylaw is passed.

iv) Table of Allowances

The allowances payable to the owners entitled thereto on this project are as follows:

Sta.	Roll No. (54-18-020-)	Owner	Distance (m)	Right-of-Way (Sec 29)		Damages (Sec 30)		Existing Dr. (Sec 31) \$	Total
				\$	Width (m)	\$	Width (m)		
0+008 to 0+285	002-08100	Chieftain Dairy Farms Ltd.	277	1,700	10	1,100	18	0	\$ 2,800
0+008 to 0+285	002-08110	D. & F. Plante	277	900	5	100	2	0	1,000
0+307 to 0+686	002-07800	Chieftain Dairy Farms Ltd.	379	3,500	15	1,700	20	0	5,200
0+713 to 0+725	002-08100	Chieftain Dairy Farms Ltd.	48 +	100	5	200	20	0	300
0+725 to 1+105 MD & 0+000 to 0+141 Br A	002-08100	Chieftain Dairy Farms Ltd.	521	2,300	5	0	0	14,000 ++	16,300
TOTAL ALLOWANCES:						3,100		14,000	\$ 26,600

Notes:

1. All lands noted above are in the geographic Township of Dymond in the City of Temiskaming Shores.
2. + This is for the berm and WASCoB.
3. ++ Approximate cost from 1996 (with depreciation)

b) Construction Cost Estimate

The estimated cost for Labour, Equipment and Materials to construct the proposed drain is outlined in detail in the following section. The final cost of drain construction cannot be established until the construction is completed. The Contractor is to supply all labour, equipment and materials.

Item No.	Sta.	Description	Unit	Quantity	Unit Price	Cost	
j) Main Drain							
1	0+000 to 0+008	Construct permanent rock sediment trap with 10m ² of riprap on filter underlay	L.S.	1	1,500	\$ 1,500	
2	0+000 to 0+287	Clean-out 287m of existing ditch (2m bottom with 2:1 side slopes)	/m	287	20	5,750	
3	0+000 to 0+287	Seed banks (5m width)	/m ²	1,435	0.50	700	
4	0+000 to 0+287	Light brushing of ditch (10m width)	/m ²	2,870	1	2,900	
5	0+287	Construct permanent rock sediment trap with 10m ² of riprap on filter underlay	L.S.	1	1,500	1,500	
6	0+287 to 0+305	Clean-out existing 18m length of 1800mm CSP road culvert	L.S.	1	1,000	1,000	
7	0+305 to 0+690	Clean-out 385m of existing ditch (2m bottom with 2:1 side slopes)	/m	385	20	7,700	
8	0+305 to 0+690	Seed banks (5m width)	/m ²	1,925	0.50	1,000	
9	0+305 to 0+690	Light brushing of ditch (10m width)	/m ²	3,850	1	3,800	
10	0+683± to 0+688±	Construct permanent rock sediment trap with 10m ² of riprap on filter underlay	L.S.	1	1,500	1,500	
11	0+690	Place 25m ² of riprap on filter underlay at downstream end of existing 1800mm CSP and 900mm CSP and new 450mm HDPE pipe	/m ²	25	45	1,150	a)
12	0+690 to 0+709	Clean-out existing 19m length of 1800mm CSP road culvert	L.S.	1	1,000	1,000	
13	0+709 to 0+716±	Place 40m ² of riprap on filter underlay at upstream end of existing 1800mm CSP	/m ²	40	45	1,800	a)
14	0+690 to 0+725	35m of 450mm dia. HDPE pipe across road by open cut including traffic control and including road restoration	L.S.	1	6,000	6,000	a)
15	0+723± to 0+725	Construct WASCoB with 48m of earth berm, offset 300mm hickenbottom and 5m of 300mm plastic tubing and connection to 450mm HDPE pipe and 20m ² of riprap on filter underlay	L.S.	1	2,500	2,500	

		Sub Total Construction (Part i):				\$39,800
ii) Contingencies						
16		Lump sum contingency allowance	L.S.	1	4,000	\$4,000
		Sub Total Contingencies (Part ii)				\$ 4,000
		TOTAL CONSTRUCTION (Total Parts I and II):				\$43,800 *

Notes:

- a) Part of Special Assessment to Peters Road (Sta. 0+690 to 0+725) (Items 11, 13 & 14).
- There is no construction required from Sta. 0+725 to 1+105 Main Drain and Branch A Sta. 0+000 to 0+141. These portions are being incorporated. (They were constructed by the owner in 1996±).

c) Engineering Cost Estimate

Report Preparation

Set up file, research background information, preparing for and attending on-site meeting, site examination, field survey using GPS including fly levels and cross-sections, preparing plan & profiles and details, drain design, conduct discussions with affected landowners and agencies, attending to alternatives, review watersheds, preparing for and attending a second meeting, preparing and sending out the information packages to landowners and agencies, preparing cost estimates and assessment schedules, prepare future maintenance schedules, specifications, report writing and typing and completing drawings and preparing for and attending two public meetings (Consideration of Report and Court of Revision)

Report Preparation	\$ 35,000
Preparing for and attending Consideration of Report meeting	2,165
Preparing for and attending Court of Revision meeting **	<u>2,165</u>
Total Engineering Cost Estimate	\$ 39,330 *

** Cost up to a maximum of 4 appeals, additional appeals will increase this cost. If the Engineer is not required at this meeting, then this item will be deleted.

The cost for report preparation is usually not altered at the conclusion of a project unless the report is referred back or the report is appealed to the Drainage Tribunal, which would be additional costs. The amounts shown for meetings is an estimate only. Final costs for meetings will be based on time required for meetings plus disbursements.

d) Construction Supervision and Eligible Administration Cost Estimate

i) Construction Supervision

Prepare tender documents and tender call, review tenders submitted and contract award, attend pre-construction meeting, construction inspection, payments, attend final inspection meeting and do final inspection, post construction follow-up, and prepare or assist in preparing the final paperwork including the OMAFRA grant application and actual cost schedule.

Total Construction Supervision (Estimate)	\$ 8,000 *
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The estimate shown for Construction Supervision is based on past experience and assumes good construction conditions and a Contractor who completes the construction in an efficient manner. The final (actual) cost for construction supervision will vary as per the actual time spent during the construction stage plus disbursements.

ii) Eligible Administration Cost Estimate

Section 73 of the Drainage Act directs that the administrative costs incurred by the municipality in carrying out the Drainage Act process shall not form part of the final cost of the drain. However, Section 73(1) outlines that the following eligible administration costs incurred by the Municipality can be included in the cost of the drain: *cost of any application, reference or appeal and the cost of temporary financing*. Sections 73(2) and 73(3) indicate that costs of elected and staff personnel are not eligible.

The Eligible Administration Cost Estimate is included to cover the above referenced items from Section 73(1). This cost estimate primarily provides for interest charges on financing until the bylaw is passed and the final billing is prepared.

This administration cost estimate may not be adequate to cover any legal or engineering costs incurred by, or assessed to the municipality should the project be appealed beyond the Court of Revision though such costs will form part of the final drain cost.

The OMAFRA Agricultural Drainage Infrastructure Program (ADIP) policies (applicable where the provincial grant is made) indicates that municipal costs for photocopying and mailing required to carry out the required procedures under the Drainage Act can be included as eligible administration costs on a drain.

The Harmonized Sales Tax (HST) will apply to most costs on this project (allowances are excluded). However, the Municipality is eligible for a refund of a proportion of the HST paid. Therefore, the cost estimate in this report does include a dollar allowance equivalent to a net tax (Net HST) in the amount of 1.76%. The estimated Net HST has been rounded to the nearest \$5. It is also shown as an eligible administration cost.

The eligible administration cost estimate thus includes an allowance for the following costs:

DFO/MNRF submission, if required	\$ 500 *
Printing of reports	400 *
Printing of tender documents	300 *
Interest Estimate	800 *
Permits and Applications Fees Allowance	100 *
Unforeseen Administration and Supervision Costs	<u>2,500 *</u>
Sub Total:	\$ 4,600 *
Net HST (1.76%) Estimate	<u>1,685</u>
Total Eligible Administration Cost (Estimate):	\$ 6,285
TOTAL CONSTRUCTION SUPERVISION AND ELIGIBLE ADMINISTRATION COST ESTIMATE:	\$ 14,285

e) Estimated Cost Summary

Allowances	\$ 25,600
Construction Cost Estimate	43,800
Engineering Cost Estimate	39,330
Construction Supervision and Eligible Administration Cost Estimate	<u>14,285</u>
TOTAL ESTIMATED COST:	\$ 123,015

* *The estimated Net HST (1.76%) would be applicable to these items.*

It is possible that additional costs (construction and administration) may be incurred if the Ministry of Natural Resources and Forestry (MNR) or Department of Fisheries and Oceans (DFO) would require additional investigation and construction to address their concerns.

ASSESSMENTS

The Drainage Act requires that the total estimated cost be assessed to the affected lands and roads under the categories of Benefit (Section 22), Outlet Liability (Section 23), Injuring Liability (Section 23), Special Benefit (Section 24) and Special Assessment (Section 26). On this project, assessments for Benefit, Outlet Liability and Special Assessments only are involved.

i) Assessments in Schedule A

The method of calculating the assessments in Schedule A is illustrated in Appendix A which has been included with this report. Appendix A divides the drain into intervals. The estimated cost for each interval is then determined. The first step in the assessment calculation is to apply benefit and special assessments, if applicable, to the affected lands and roads in each of the drain intervals. The Benefit Assessments calculated and used on this project provide for a ratio of assessments between various landowners that is judged fair and appropriate for this project.

After deducting the total benefit and special assessments from the interval cost, the balance of the cost is then assessed as outlet liability on a per hectare basis to all lands and roads in the watershed of the interval. As noted, the hectares affected are adjusted prior to calculating the outlet liability. The basis for this adjustment is 1 hectare (2.5 acres) of cleared agricultural land contributing both surface and subsurface water to the drain. Areas which generate greater runoff such as roads, are increased by a factor (1.5 for gravel, 2.0 for paved) and areas which generate lesser runoff such as woodlots and/or low areas (if any) or areas which the surface or subsurface (tiled) waters go elsewhere, are decreased by a factor of 0.5.

These same methods and adjustments have also been used in Appendix B which is used to calculate the assessments in Schedule B (Schedule of Assessments for Future Maintenance).

A minimum assessment of \$50 is used in this project in Schedule A.

ii) Special Benefit

Section 24 of the Drainage Act directs that:

"The engineer may assess for special benefit any lands for which special benefits have been provided by the drainage works."

There are no assessments for Special Benefit at this time. However, Special Benefits could be incurred as follows:

- If a landowner elects to haul spoil off site (where not so indicated by this report) the increased cost of hauling spoil off-site above the cost of leveling or piling spoil will be assessed to the abutting landowners and it is not eligible for the grant.
- If a landowner elects to have a different type of fencing than in this report, the landowner will be assessed the increased cost for the different fence and it is also not eligible for grant.

iii) Special Assessments

Section 26 of the Drainage Act directs that:

"In addition to all other sums lawfully assessed against the property of a public utility or road authority under this Act, and despite the fact that the public utility or road authority is not otherwise assessable under this Act, the public utility or road authority shall be assessed for and shall pay all the increase of cost of such drainage works caused by the existence of the works of the public utility or road authority."

In accordance with Section 26 of the Drainage Act, the City of Temiskaming Shores is assessed the increased costs associated with the Peters Road crossings. The final special assessments will be determined from the contract for construction and as described below. Any additional costs identified by the Engineer will be added to the special assessments where appropriate.

The following table illustrates the calculation of the Special Assessment:

Item	Owner	Cost of Work (Estimate)	Less Equivalent Drain Cost	Plus Eng. & Admin. Cost	Plus Net HST	Special Assessment (Estimate)
Peters Rd Crossing (Sta. 0+690 to 0+725)	City	8,400 a)	2,700 b)	5,000	190	10,890
TOTALS:		8,400	2,700	5,000	190	10,890

Notes:

a) Items 11, 13 & 14 from the Construction Cost Estimate

b) 19m x \$20/m (ditch cleanout) = \$400±, plus 35m of 450mm tile = \$2,300± for a total of \$2,700.

If the City elects to construct the works across their road subject to the Special Assessments (this option is available in accordance with the Drainage Act), the final special assessments shall be calculated with zero for cost of work and then the actual engineering and administration cost and Net HST are entered into the above table to determine the final special assessment. The special assessments will not apply for future maintenance.

Should crossings of utilities (such as Bell and Union Gas) be encountered and require work by the General Contractor, or should any municipal utilities (such as sanitary sewers or water mains) require work by the General Contractor, the costs will also be assessed as special assessments to the utilities or road authority, based on the actual costs incurred and any additional engineering and administrative costs. However, if the utility or road authority undertakes the work themselves, there will be no Special Assessment. If the work of the General Contractor at a utility is only to locate, protect, or possibly put a low cost protective medium above the line and below the channel or to create a small earth berm (where possible) above the utility, there will be no Special Assessment for such.

iv) Assessments in Schedule B (Schedule of Assessments for Future Maintenance)
These assessments are described in the "Maintenance" section of this report.

v) Assessment Summary (Schedules A to C)

The assessments against the affected lands are summarized in Schedule A. Schedule B (Schedule of Assessments for Future Maintenance) illustrates the assessments/ percentages for maintenance for the Peters Road Drain. Schedule C illustrates the net assessments to each owner after possible grants and allowances are deducted. It is not an official schedule, and is included for informational purposes only. Schedule A will be used to assess the final cost of the drain which may vary depending on final construction, engineering, construction supervision, and eligible administration costs. Net assessments in Schedule C may vary depending on the availability of grants.

In Schedules A to C, each parcel of land assessed has been identified by the assessment roll applicable for the City at the time of the preparation of this report. The size of each parcel was established using the assessment roll information. For convenience only, each parcel is further identified by the owners name from the last revised assessment roll. Final assessments are not levied until after the work is certified complete by the Engineer. The final assessments will thus be to the owner of the identified parcel at the time the final cost is levied. Most of the assessed properties (lands) except for the roads are considered agricultural and are taxed as Farm properties and are currently eligible for the Farm Property Class Tax Rate (F.P.C.T.R.) and thus are eligible for the provincial (OMAFRA) two-thirds (66-2/3%) grant and as per OMAFRA's ADIP policies. This grant may also be available for maintenance assessments.

Appendix A shows how the amounts in Schedule A were arrived at.

Appendix B shows how the amounts and percentages in Schedule B were arrived at.

COST OVERRUN PROVISIONS ON DRAINAGE ACT PROJECTS

In any cost estimate prepared by the Engineer, the substantial component relates to "construction". The construction cost estimate is prepared by the Engineer using his best knowledge of past and expected costs. However, any project must be put to tender after any report to implement it is adopted and the costs for construction can vary as per the tender received. The Drainage Act makes it mandatory to have a review by the petitioners if the tender cost should exceed the Engineer's estimate by 33%. It is this Engineer's practice to undertake such reviews if a tendered cost is 20% more than the estimate.

Where a tender does increase the Engineer's estimate substantially, methods are initially sought to try to reduce the scope of the construction to keep the project within the estimate. Also recourse to retendering can be followed.

The allowances component of the report and the engineering for the preparation of the report itself do not vary except if appeals are involved. Construction supervision and eligible administration costs can vary with the extent of the construction supervision required and with any lengthy costs or delays due to appeals, etc. where interest costs and legal representation are impacted.

All increased costs are normally prorated against the assessment schedule that is included. Contingency allowances are also included in the construction cost estimate and unforeseen costs are included in the eligible administration cost estimates and such could reduce the impact of cost increases.

AGENCY APPROVALS

It is recognized that this report is to be submitted to Fisheries and Oceans Canada (DFO) and to the Ministry of Natural Resources and Forestry (MNRF) with respect to Species at Risk.

The DFO is aware of the project and have participated to date on it. With respect to the MNRF, all drainage projects are to be reviewed to determine if there is the potential of a species-at-risk being involved under the Endangered Species Act. The Ministry of Natural Resources and Forestry will be sent a copy of this report for their review and will also be invited to attend the consideration meeting. Further follow up, if required with MNRF, may then be required in the future. An electronic copy of this report will be submitted to the DFO for their review.

ALIGNMENT OF DRAINS IN RELATION TO PROPERTY LINES

All drains shall be constructed generally to the alignment as noted on the plans and as dictated by the Specific Notes in the Construction Notes (Special Provisions). Existing fences near boundaries between properties shall be deemed to be in the proper location of the boundary unless otherwise noted by the affected landowners. In the absence of fences or other properly marked and located legal boundaries, the drains shall be located more or less on the lands as noted in the plans and specific notes without the benefit of a legal survey to confirm property lines.

Construction shall follow the location as specified on the plan, wherever practicable. The location on the plan roughly follows the location of the drain.

Should the owners require a more precise location for the drains in relation to their property line or if there is a dispute about the location of any property line, it is recommended that the owners establish their legal property boundaries in advance of construction or maintenance and/or advise the Drainage Superintendent and/or Engineer prior to construction or maintenance, of the concern re the property line location.

PROVISIONS OF SECTION 61(3) OF DRAINAGE ACT

Pursuant to Section 61(3), a Municipality may pay out of General Funds any assessment equal to or less than \$50. However, if such is done, the Municipality should send a copy of the notice regarding the meeting to consider the report, to any owner affected by Section 61(3)

BUFFER STRIP

In order to facilitate maintenance, provide for nutrient management and decrease the amount of soil erosion and bank degradation, it is recommended that a narrow 0.6m (2') wide buffer strip be maintained on both sides of any open drain. Ideally buffer strips should not be cultivated but could be used for lawn, pasture, access or forage crops.

WORKING CORRIDOR AND RIGHT OF WAY

The Contractor shall be allowed to operate his equipment within a working corridor as defined in the General Notes on the drawings and also in Section E.12 (Access to properties adjoining the work), Section E.10 (Working Area), and Section E.11 (Access) of the General Conditions. Each landowner is required to provide the Contractor and the Municipality with reasonable access to the drain on his property for both construction and maintenance.

MAINTENANCE

After completion, the Peters Road Drain as outlined in this report shall be maintained by the City of Temiskaming Shores with costs of all maintenance to be assessed to the lands and roads prorata with the assessments in Schedule B (Schedule of Assessment for Future Maintenance).

The method of calculating the assessments in Schedule B is illustrated in Appendix B which has been included with this report. The same methods and adjustments as outlined for Appendix A have also been used in Appendix B, with the exception that Special Assessments, if any, were not included in these calculations.

To use Schedule B, the interval in which maintenance is to be undertaken must be identified. Then the percentages shown will be used to establish the amount that each property and road will bear for maintenance costs in that interval. If repair or maintenance is done in 2 or more intervals, the assessments shown are to be totaled. A minimum percentage assessment is applied to all future small lots (built up areas) in the watershed of 0.01% per interval.

The following notes apply for future repairs and maintenance and are to be considered as further specifications for the Peters Road Drain. (Also refer to the "Recommended Work" section of this report which describes what the drain is for future maintenance purposes.)

- a) The cost of replacing the culver(s) at the Peters Road crossings along the drain, shall be assessed fully to the road authority having jurisdiction. The cost of cleaning through such culverts shall be assessed as per ditch cleanout costs upstream/downstream of the road.
- b) The replacement of an existing culvert or placing of a new culvert on private lands along the Peters Road Drain must be approved by the City of Temiskaming Shores. The cost of new laneway culvert and the future maintenance of such a culvert shall be fully incurred by the landowner unless a new Engineer's report is prepared for such under the Drainage Act.
- c) All parties affected by the Peters Road Drain, are encouraged to periodically inspect the drain once constructed and report any visible or suspected problems to the City of

Temiskaming Shores. If any areas require corrective work as the result of construction deficiencies, such will be attended to as part of the contract.

- d) Each owner along the drain must provide an access route to the drain for access by the City to undertake the construction and necessary repair or maintenance. As well, a right-of-way along the drain route equal to the working area described in the drawings is also to be available for future maintenance.
- e) Any landowner making a new connection into the Peters Road Drain (either tile, open ditch or outlet) shall request permission from the Drainage Superintendent to connect to such drain. If the Drainage Superintendent is not notified, this connection will be deemed to be an obstruction under Sections 80 to 82 of the Drainage Act, RSO 1990 and shall be removed at the owner's expense.
- f) Spring Snow/Ice Removal in Municipal Drains - If the Drainage Superintendent receives a written request to remove snow and ice from a drain, and such work is necessary to alleviate a flooding problem, a subcontract shall be entered into with a Contractor to undertake these works. Costs for such can be assessed to the drain for maintenance and would also be eligible for grant.

Other considerations: If the flooding is caused by landowner activities (e.g. road authority creating a blockage in the drain through snowplow activities or a landowner permitting a snowmobile club to use their land and they create a snow/ice dam in the drain), perhaps these activities should be considered a blockage under S. 80 of the Drainage Act. The cost of removing the blockage should then be assessed strictly to the owner who caused the blockage. There are no grants available for Section 80 costs

For instances when snow/ice removal is undertaken and the costs are charged against the drain for maintenance, the appropriate drain interval found in Schedule B shall be used, in conjunction with the following special modifications:

- 50% is to be assessed to the requesting party.
 - The remainder being assessed as per normal maintenance work in Schedule B.
- g) The discharge of anything but clean, unpolluted water into a drain is forbidden by other provincial legislation. Materials such as petroleum products, liquid and granular fertilizers, herbicides, insecticides, fungicides, empty containers/boxes, spoiled produce, domestic and industrial garbage and waste, human or animal sewage, grey water sewage, scrap machinery cannot be stored or placed adjacent to a ditch or tile and can not be allowed to enter a ditch or tile. Any non-compliance should be reported to the Ministry of Environment and Climate Change.
 - h) Under Section 74 of the Drainage Act, RSO 1990, and pursuant to the Peters Road Drain report, a reasonable maintenance right of way shall always be available to allow access to and a working area for drain maintenance (usually a 5m wide right of way on either side or any combination to a maximum of 10m from the centerline of the ditch/waterway/pipe/tile on private lands is used). Landowners may not place obstructions within the R.O.W. that may prevent routine maintenance of the drain. All costs resulting from the removal of such obstructions shall be assessed fully to the landowner without any grant.

PROVIDING FOR FUTURE LAND USE CHANGES

To ensure that the capacity of the drain is not exceeded by future land use changes, it is recommended that all land uses which may generate increased runoff be developed with on-site (form frequency) storm water management.

BYLAW

This report including drawings and specifications, assessment and future maintenance schedules and appendices, when adopted by bylaw in accordance with the Drainage Act, RSO 1990, provides the basis for construction and maintenance of the Peters Road Drain.

GRANTS

In accordance with the provisions of Section 85 of the Drainage Act and OMAFRA's ADIP policies, a grant not exceeding two-thirds (66-2/3%) may be available on the assessments against privately owned parcels of land which are used for agricultural purposes and that currently receive the Farm Property Class Tax Rate are eligible for the grant. Section 88 of the Drainage Act provides for the City to apply for this possible grant upon certification of completion of the drain provided for in this report. The City will first confirm the Farm Property Tax Class for the parcel in the current assessment roll, then deduct the grant from the assessments prior to collecting the final assessments.

If an assessed owner feels that their property should be eligible for the grant, and they can provide proof to the City of this eligibility as noted prior to the final cost levy then the property could have the 2/3 (66-2/3%) grant deducted from the final cost levy. Please be advised that OMAFRA retains the final right to determine eligibility under the grant program, regardless of designation herein.

Schedule C illustrates the net assessments after deducting grants, if any, and allowances from the final assessments and is included for information purposes only. Please note that Schedule C assumes that all project costs will be eligible for the grant and that the identified properties in the watershed will retain the Farm Property Tax Class.

In accordance with Section 85 of the Drainage Act, a grant not exceeding 2/3 (66-2/3%) may also be available in the future on the assessments against privately owned parcels of land taxed as agriculture (as per OMAFRA's ADIP policies), for maintenance and repair of the Peters Road Drain, if done on the recommendation and supervision of an approved Drainage Superintendent and using the same eligibility requirements as outlined above.

CHANGES TO DRAIN AFTER BYLAW IS PASSED AND BEFORE COST IS LEVIED

Should changes, deletions or extensions to the drain proposed in this report be requested or required after the bylaw is passed and the contract is awarded, there may be some difficulty in attending to such. Since this drain is to be constructed in accordance with the Bylaw of the City of Temiskaming Shores, changes to the drain cannot be undertaken without a change to the bylaw. An exception would be very minor changes which are approved by the Engineer and the City in accordance with the General Conditions in the report.

If it is desired to make a substantial addition or deletion to the drain proposed in this report, it will be necessary that a revised report be prepared and processed through the Drainage

Act, or in some cases, an application to the Ontario Drainage Tribunal may be made under the Drainage Act to obtain approval for a necessary change.

If any individual or group of owners require additional work on the proposed drain and are prepared to fully pay for such, they may make their own arrangements with the contractor to have such work constructed. The Engineer must pre-approve such additions to verify there is no impact on the function or maintenance of the drain as proposed. Even so, the work added would not form part of the drain for the purpose of future maintenance, or be eligible for grant.

All of which is respectfully submitted,

K. SMART ASSOCIATES LTD.

Neal Morris

Neal Morris P. Eng.

mw



**SCHEDULE A - SCHEDULE OF ASSESSMENTS
PETERS ROAD DRAIN
City of Temiskaming Shores**

Con	Lot	Roll No.	Owner/Address	Total Ha Affected	Benefit (\$)	Outlet (\$)	Total (\$)
(54-18-020-) <u>City of Temiskaming Shores</u>							
3	S½ 10	002-07800	Chieftain Dairy Farms Ltd.	40.50	19,000	1,007	20,007
3	Pt N½ 10	002-07900	Pedersen Materials Ltd.	42.70	0	1,101	1,101
3	Pt N½ 10	002-08000	Pedersen Materials Ltd.	9.00	0	226	226
3	Pt W½ S½ 11	002-08100	Chieftain Dairy Farms Ltd.	29.00	59,900	747	60,647
3	Pt W½ S½ 11	002-08110	D. & F. Plante	1.90	2,800	73	2,873
3	E½ S½ 11	002-08200	J. Wilson	25.40	0	642	642
3	N½ N½ 11	002-08300	Chieftain Dairy Farms Ltd.	32.50	0	914	914
3	S½ N½ 11	002-08400	1804633 Ontario Inc.	33.80	0	880	880
3	Pt S½ 12	002-08500	J. Wilson	2.40	0	60	60
3	Pt N½ 12	002-08700	D. Rostad	16.40	0	435	435
3	Pt N½ 12	002-08800	Newhome Farms Ltd.	13.50	0	358	358
3	Pt N½ 12	002-08900	Newhome Farms Ltd.	15.90	0	410	410
4	S½ 10	002-15100	Agric. Research Institute of Ont. (OMAFRA)	23.50	0	669	669
4	S½ 11	002-15500	Agric. Research Institute of Ont. (OMAFRA)	55.70	0	1,586	1,586
4	N½ 11	002-15600	P. Peters	27.10	0	771	771
4	W½ S½ 12	002-15900	Agric. Research Institute of Ont. (OMAFRA)	32.40	0	848	848
4	E½ S½ 12	002-16000	M. Benoit	32.40	0	911	911
4	Pt S½ N½ 12	002-16100	M. Benoit	31.60	0	899	899
4	Pt S½ N½ 12	002-16200	C. Grandmaître	0.80	0	34	34
Total Assessments on Lands:				466.50	81,700	12,571	94,271
Highway 65				0.00	50	0	50
Drive In Theatre Road				1.50	0	85	85
Peters Road				4.30	14,700	180	14,880
Special Assessment to Peters Road				-	10,890	0	10,890
½ Sales Barn Road				1.60	0	68	68
Total Assessments on Roads:				7.40	25,640	333	25,973
TOTAL CITY OF TEMISKAMING SHORES:				473.90	107,340	12,904	120,244
(54-14-000-00) <u>Township of Harris</u>							
3	N½ N½ 1	1-12600	Y. Rundle	6.00	0	171	171
4	N½ S½ 1	1-14600	A. & D. Frey	24.90	0	708	708
4	N½ 1	1-14700	A. & D. Frey	58.00	0	1,564	1,564
4	Pt S½ 2	1-14800	M. & E. Auger	7.10	0	102	102
4	W½ N½ 2	1-14900	A. & D. Frey	1.10	0	17	17
5	S½ 1	1-16400	S. Tobler	6.20	0	177	177
Total Assessments on Lands:				103.30	0	2,739	2,739
½ Sales Barn Road				0.70	0	32	32
Total Assessments on Roads:				0.70	0	32	32
TOTAL TOWNSHIP OF HARRIS:				104.00	0	2,771	2,771
TOTAL ASSESSMENTS PETERS ROAD DRAIN:				577.90	107,340	15,675	123,015

Notes:

- Section 21 of the Drainage Act, RSO 1990 requires that assessments be shown opposite each parcel of land and road affected. The affected parcels of land have been identified using the roll number from the last revised assessment roll for the City. For convenience only, the owners' names as shown by the last revised assessment roll, has also been included.
- The lands noted above in the City of Temiskaming Shores are in the geographic Township of Dymond.

**SCHEDULE B - SCHEDULE OF ASSESSMENTS FOR FUTURE MAINTENANCE
PETERS ROAD DRAIN
City of Temiskaming Shores**

Con. Lot	Roll No.	Owner/Address	Interval 1 (0+000 to 0+287)			Interval 2 (0+287 to 0+725)			Interval 3 (0+725 to 0+860)			Interval 4 (0+860 to 1+105)			TOTAL MAIN DRAIN		BRANCH A Interval 1 (0+000 to 0+141)	
			(\$)	(%)	(%)	(\$)	(%)	(%)	(\$)	(%)	(%)	(\$)	(%)	(%)	(\$)	(%)	(\$)	(%)
3	S 1/2 10	City of Temiskaming Shores	183	4.18	935	15.85	0	0.00	0	0.00	0	0.00	1,118	6.74	0	0.00		
3	PI N 1/2 10	Chieftain Dairy Farms Ltd.	188	4.25	239	4.05	59	2.32	0	0.00	0	0.00	484	2.92	179	8.38		
3	PI N 1/2 10	Pedersen Materials Ltd.	41	0.94	53	0.90	0	0.00	0	0.00	0	0.00	54	0.57	0	0.00		
3	PI W 1/2 S 1/2 11	Chieftain Dairy Farms Ltd.	1,224	27.98	443	7.51	1,019	40.04	2,323	61.70	2,323	61.70	5,009	30.20	1,311	61.41		
3	PI W 1/2 S 1/2 11	D. & F. Plante	513	11.73	0	0.00	0	0.00	0	0.00	0	0.00	513	3.09	0	0.00		
3	EX S 1/2 11	J. Wilson	115	2.65	7	0.12	0	0.00	5	0.13	5	0.13	131	0.79	0	0.00		
3	N 1/2 N 1/2 11	Chieftain Dairy Farms Ltd.	147	3.36	188	3.19	83	3.26	88	2.28	88	2.28	504	3.04	86	4.50		
3	S 1/2 N 1/2 11	16C4833 Ontario Inc.	141	3.22	181	3.07	80	3.14	88	2.28	88	2.28	488	2.84	87	4.07		
3	PI S 1/2 12	J. Wilson	11	0.25	0	0.00	0	0.00	0	0.00	0	0.00	11	0.07	0	0.00		
3	PI N 1/2 12	D. Roslad	70	1.60	90	1.53	39	1.53	67	1.78	67	1.78	265	1.60	0	0.00		
3	PI N 1/2 12	Newhome Farms Ltd.	58	1.33	74	1.25	32	1.26	55	1.45	55	1.45	219	1.32	0	0.00		
3	PI N 1/2 12	Newhome Farms Ltd.	66	1.51	84	1.42	37	1.45	63	1.57	63	1.57	250	1.51	0	0.00		
4	S 1/2 10	Agric. Research Institute of Ont. (OMAFRA)	107	2.45	138	2.34	61	2.40	116	3.08	116	3.08	306	1.85	183	8.57		
4	S 1/2 11	Agric. Research Institute of Ont. (OMAFRA)	255	5.83	326	5.53	143	5.62	143	3.08	143	3.08	840	5.06	226	10.59		
4	N 1/2 11	P. Peters	124	2.83	159	2.69	70	2.75	118	3.13	118	3.13	471	2.84	0	0.00		
4	W 1/2 S 1/2 12	Agric. Research Institute of Ont. (OMAFRA)	136	3.11	174	2.95	77	3.03	130	3.45	130	3.45	517	3.12	0	0.00		
4	E 1/2 S 1/2 12	M. Benoit	148	3.34	187	3.17	82	3.22	139	3.89	139	3.89	554	3.34	0	0.00		
4	PI S 1/2 N 1/2 12	M. Benoit	144	3.29	185	3.14	81	3.18	137	3.84	137	3.84	547	3.30	0	0.00		
4	PI S 1/2 N 1/2 12	C. Grandmalre	5	0.11	7	0.12	3	0.12	5	0.13	5	0.13	20	0.12	0	0.00		
Total Assessments on Lands:			3,673	83.96	3,470	58.83	1,869	73.44	3,330	88.42	3,330	88.42	12,342	74.42	2,082	97.52		
Highway 65			0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00		
Drive in Theatre Road			14	0.32	18	0.31	8	0.31	8	0.00	8	0.00	40	0.24	23	1.08		
Peters Road			233	5.30	1,828	30.96	412	16.19	412	0.00	412	0.00	2,473	14.91	30	1.40		
1/2 Sales Barn Road			11	0.25	14	0.24	6	0.24	9	0.27	9	0.27	40	0.24	0	0.00		
Total Assessments on Roads:			258	5.87	1,860	31.51	426	16.74	426	0.27	426	0.27	2,553	15.38	53	2.48		
TOTAL CITY OF TEMISKAMING SHORES:			3,931	89.83	5,330	90.34	2,295	90.18	3,338	88.69	3,338	88.69	14,895	89.81	2,135	100.00		
Township of Harris																		
3	N 1/2 N 1/2 1	Y. Rundie	27	0.62	35	0.59	15	0.59	26	0.69	26	0.69	103	0.62	0	0.00		
4	N 1/2 S 1/2 1	A. & D. Frey	114	2.61	146	2.47	64	2.51	109	2.90	109	2.90	433	2.62	0	0.00		
4	N 1/2 1	A. & D. Frey	251	5.74	322	5.46	141	5.54	240	6.37	240	6.37	954	5.75	0	0.00		
4	PI S 1/2 2	M. & E. Auger	16	0.37	21	0.36	9	0.35	16	0.42	16	0.42	62	0.37	0	0.00		
4	W 1/2 N 1/2 2	A. & D. Frey	3	0.07	4	0.07	2	0.08	3	0.08	3	0.08	12	0.07	0	0.00		
5	S 1/2 1	S. Tabler	28	0.64	36	0.61	16	0.63	27	0.72	27	0.72	107	0.65	0	0.00		
Total Assessments on Lands:			439	10.05	564	9.56	247	9.70	421	11.18	421	11.18	1,671	10.08	0	0.00		
1/2 Sales Barn Road			5	0.12	6	0.10	3	0.12	5	0.13	5	0.13	19	0.11	0	0.00		
Total Assessments on Roads:			5	0.12	6	0.10	3	0.12	5	0.13	5	0.13	19	0.11	0	0.00		
TOTAL TOWNSHIP OF HARRIS:			444	10.17	570	9.68	250	9.82	426	11.31	426	11.31	1,690	10.19	0	0.00		
TOTAL ASSESSMENTS PETERS ROAD DRAIN:			4,375	100.00	5,900	100.00	2,545	100.00	3,765	100.00	3,765	100.00	16,585	100.00	2,135	100.00		

Notes:
 1. Section 21 of the Drainage Act, RSO 1960 requires that assessments be shown opposite each parcel of land and road affected. The affected parcels of land have been identified using the roll number from the last revised assessment roll for the City. For convenience only, the owners names as shown by the last revised assessment roll, has also been included.
 2. The lands noted above in the City of Temiskaming Shores are in the geographic Township of Dymond.
 3. See Drawing 1 for Stations.
 4. The dollar assessments are theoretical assessments and are not to be assessed to the owners at this time. The values are used to determine the share for future maintenance to the lands and roads.

**SCHEDULE C - ASSESSMENTS FOR ACTUAL COST BYLAW
PETERS ROAD DRAIN
City of Temiskaming Shores**

Farm Tax Rated	Con	Lot	Roll No.	Owner/Address	Gross Total (\$)	2/3 Grant (\$)	Allow-ances (\$)	NET ASSESS. (\$)
(54-18-020-) <u>City of Temiskaming Shores</u>								
F	3	S½ 10	002-07800	Chieftain Dairy Farms Ltd.	20,007	13,338	5,200	1,469
F	3	Pt N½ 10	002-07900	Pedersen Materials Ltd.	1,101	734	0	367
F	3	Pt N½ 10	002-08000	Pedersen Materials Ltd.	226	151	0	75
F	3	Pt W½ S½ 11	002-08100	Chieftain Dairy Farms Ltd.	60,647	40,431	19,400	816
	3	Pt W½ S½ 11	002-08110	D. & F. Plante	2,873	0	1,000	1,873
F	3	E½ S½ 11	002-08200	J. Wilson	642	428	0	214
F	3	N½ N½ 11	002-08300	Chieftain Dairy Farms Ltd.	914	609	0	305
F	3	S½ N½ 11	002-08400	1804633 Ontario Inc.	880	587	0	293
F	3	Pt S½ 12	002-08500	J. Wilson	60	40	0	20
F	3	Pt N½ 12	002-08700	D. Rostad	435	290	0	145
F	3	Pt N½ 12	002-08800	Newhome Farms Ltd.	358	239	0	119
F	3	Pt N½ 12	002-08900	Newhome Farms Ltd.	410	273	0	137
	4	S½ 10	002-15100	Agric. Research Institute of Ont. (OMAFRA)	669	0	0	669
	4	S½ 11	002-15500	Agric. Research Institute of Ont. (OMAFRA)	1,586	0	0	1,586
F	4	N½ 11	002-15600	P. Peters	771	514	0	257
	4	W½ S½ 12	002-15900	Agric. Research Institute of Ont. (OMAFRA)	848	0	0	848
F	4	E½ S½ 12	002-16000	M. Benoit	911	607	0	304
F	4	Pt S½ N½ 12	002-16100	M. Benoit	899	599	0	300
	4	Pt S½ N½ 12	002-16200	C. Grandmaitre	34	0	0	34
Total Assessments on Lands:					94,271	58,840	25,600	9,831
Highway 65 MTO					50	0	0	50
Drive in Theatre Road City of Temiskaming Shores					85	0	0	85
Peters Road City of Temiskaming Shores					14,880	0	0	14,880
Special Assessment to Peters Road					10,890	0	0	10,890
½ Sales Barn Road City of Temiskaming Shores					68	0	0	68
Total Assessments on Roads:					25,973	0	0	25,973
TOTAL CITY OF TEMISKAMING SHORES:					120,244	58,840	25,600	35,804
(54-14-000-00) Township of Harris								
F	3	N½ N½ 1	1-12600	Y. Rundle	171	114	0	57
F	4	N½ S½ 1	1-14600	A. & D. Frey	708	472	0	236
F	4	N½ 1	1-14700	A. & D. Frey	1,564	1,043	0	521
F	4	Pt S½ 2	1-14800	M. & E. Auger	102	68	0	34
F	4	W½ N½ 2	1-14900	A. & D. Frey	17	11	0	6
F	5	S½ 1	1-16400	S. Tobler	177	118	0	59
Total Assessments on Lands:					2,739	1,826	0	913
½ Sales Barn Road Twp of Harris					32	0	0	32
Total Assessments on Roads:					32	0	0	32
TOTAL TOWNSHIP OF HARRIS:					2,771	1,826	0	945
TOTAL ASSESSMENTS PETERS ROAD DRAIN:					123,015	60,666	25,600	36,749

Notes:

- All of the above lands noted with an "F" are classified as agricultural and currently have the Farm Property Class Tax Rate (F.P.C.T.R.).
- Section 21 of the Drainage Act, RSO 1990 requires that assessments be shown opposite each parcel of land and road affected. The affected parcels of land have been identified using the roll number from the last revised assessment roll for the City. For convenience only, the owners' names as shown by the last revised assessment roll, has also been included.
- The lands noted above in the City of Temiskaming Shores are in the geographic Township of Dymond.
- The value of the assessments identified in this schedule are estimates only and should not be considered final.

APPENDIX A - CALCULATION OF ASSESSMENTS FOR SCHEDULE A
 PETERS ROAD DRAIN
 City of Temiskaming Shores

Interval	0+000 to 0+725				0+725 to 1+105 & 0+000 to 0+141 Br. A				Gross Total	
	Total ha Affected	Benefit	Total ha Adjusted	Outlet	Benefit	Total ha Adjusted	Outlet	Total Benefits		Total Math Dr
Cost Estimate										
Allowances			9,300			16,300			25,600	
Construction			43,800			0			43,800	
Engineering			29,330			10,000			39,330	
Construction Supervision and Administration			11,600			1,000			12,600	
Nat.HST			1,490			195			1,685	
TOTAL ESTIMATED COSTS			96,520			27,495			123,015	
Roll No.	Owner	Total ha Affected	Benefit	Total ha Adjusted	Outlet	Benefit	Total ha Adjusted	Outlet	Total Benefits	Total Math Dr
(54-18-02D-1)	City of Temiskaming Shores									
002-07800	Cheffain Dairy Farms Ltd.	40.50	19,000	40.10	1,007		0.00	0	19,000	20,007
002-07900	Pedersen Materials Ltd.	42.70	40,800	40.80	1,024		22.90	77	0	1,101
002-08000	Pedersen Materials Ltd.	9.00	9,000	9.00	226		0.00	0	0	226
002-08100	Cheffain Dairy Farms Ltd.	29.00	33,900	28.60	718	26,000	8.80	28	59,900	60,647
002-08110	D. & F. Plante	1.90	2,900	2.90	73		0.00	0	2,900	2,973
002-08200	J. Wilson	25.40	25,400	25.40	638		1.20	4	0	642
002-08300	Cheffain Dairy Farms Ltd.	32.50	32,100	32.10	806		32.10	108	0	914
002-08400	1804533 Ontario Inc.	33.90	30,900	30.90	776		30.90	104	0	880
002-08500	J. Wilson	2.40	2,400	2.40	60		0.00	0	0	60
002-08700	D. Restad	18.40	15,300	15.30	384		15.30	61	0	435
002-08800	Newhome Farms Ltd.	13.50	12,800	12.80	316		12.80	42	0	358
002-08900	Newhome Farms Ltd.	15.90	14,400	14.40	362		14.40	48	0	410
002-15100	Agric. Research Institute of Ont. (OMAFRA)	23.50	23,500	23.50	590		23.50	79	0	669
002-15500	Agric. Research Institute of Ont. (OMAFRA)	55.70	55,700	55.70	1,398		55.70	187	0	1,585
002-15600	P. Peters	27.10	27,100	27.10	680		27.10	91	0	771
002-15900	Agric. Research Institute of Ont. (OMAFRA)	32.40	26,800	26.80	748		26.80	100	0	848
002-16000	M. Benoit	32.00	32,000	32.00	804		32.00	107	0	911
002-16100	M. Benoit	31.60	31,600	31.60	793		31.60	108	0	899
002-16200	C. Grandmaitre	0.80	1,200	1.20	30		1.20	4	0	34
Highway 65	MTQ	0.00	50	0.00	0		0.00	0	50	50
Drive In Theatre Road City of Temiskaming Shores	City of Temiskaming Shores	1.50	3,000	3.00	75		3.00	10	0	85
Peters Road City of Temiskaming Shores	City of Temiskaming Shores	4.30	14,700	8.60	166		4.10	14	14,700	14,880
Special Assessment to Peters Road	City of Temiskaming Shores	-	10,890	0.00	0		0.00	0	10,890	10,890
½ Sales Barn Road City of Temiskaming Shores	City of Temiskaming Shores	1.60	2,400	2.40	60		2.40	8	0	68
(54-14-000-00)	Township of Harris									
1-12600	Y. Rundle	6.00	6,000	6.00	161		6.00	20	0	171
1-14600	A. & D. Frey	24.90	24,900	24.90	625		24.90	83	0	708
1-14700	A. & D. Frey	58.00	55,000	55.00	1,380		55.00	184	0	1,564
1-14800	M. & E. Auger	7.10	3,900	3.90	90		3.90	12	0	102
1-14900	A. & D. Frey	1.10	0.90	0.90	15		0.90	2	0	17
1-16400	S. Tobler	6.20	6,200	6.20	156		6.20	21	0	177
½ Sales Barn Road	Twp of Harris	0.70	1,100	1.10	28		1.10	4	0	32
TOTALS:		577.90	81,340	564.90	14,180	26,000	446.00	1,495	107,340	123,015
	Outlet %				14.80%			5.40%		

APPENDIX B - CALCULATION OF ASSESSMENTS FOR FUTURE MAINTENANCE

PETERS ROAD DRAIN
City of Temiskaming Shores

Construction Net HST	Roll No.	Owner	Total ha Affected	Interval 1 (0+000 to 0+287)			Interval 2 (0+287 to 0+725)			Interval 3 (0+725 to 0+860) WaCOB's & Tile		
				Total ha Adjusted	Benefit	Outlet	%	Total ha Adjusted	Benefit	Outlet	%	Total ha Adjusted
TOTAL ESTIMATED COSTS												
			4,375	5,900	438	100	2,545					
			40.60	40.10	183	4.18	40.10	235	15.85	0.00	0	0.00
			42.70	40.80	188	4.25	40.80	239	4.05	22.90	59	2.32
			9.00	9.00	41	0.94	9.00	53	0.80	0.00	0	0.00
			29.00	27.20	124	27.98	400	43	7.51	1,000	19	40.04
			1.90	2.90	13	11.73	0.00	0	0.00	0.00	0	0.00
			25.40	25.40	116	2.65	1.20	7	0.12	1.20	3	0.12
			32.50	32.10	147	3.36	32.10	188	3.19	32.10	83	3.26
			33.80	30.90	141	3.22	30.90	181	3.07	30.90	80	3.14
			2.40	2.40	11	0.25	0.00	0	0.00	0.00	0	0.00
			18.40	15.30	70	1.60	15.30	90	1.53	15.30	39	1.53
			13.50	12.60	58	1.33	12.60	74	1.25	12.60	32	1.25
			15.90	14.40	66	1.51	14.40	84	1.42	14.40	37	1.45
			23.50	23.50	107	2.45	23.50	138	2.34	23.50	61	2.40
			55.70	55.70	255	5.83	55.70	326	5.53	55.70	143	5.62
			27.10	27.10	124	2.83	27.10	159	2.69	27.10	70	2.75
			32.40	29.80	136	3.11	29.80	174	2.95	29.80	77	3.03
			32.40	32.40	146	3.34	32.00	187	3.17	32.00	82	3.22
			31.60	31.60	144	3.28	31.60	185	3.14	31.60	81	3.18
			0.80	1.20	5	0.11	1.20	7	0.12	1.20	3	0.12
			0.00	0.00	0	0.00	0.00	0	0.00	0.00	0	0.00
			1.50	3.00	14	0.32	3.00	18	0.31	3.00	8	0.31
			4.30	6.60	33	5.30	1,800	28	30.98	400	12	16.19
			1.60	2.40	11	0.25	2.40	14	0.24	2.40	6	0.24
			6.00	6.00	27	0.62	6.00	35	0.59	6.00	15	0.69
			24.90	24.90	114	2.61	24.90	146	2.47	24.90	64	2.51
			58.00	55.00	251	5.74	55.00	322	5.46	55.00	141	5.54
			7.10	3.60	16	0.37	3.60	21	0.36	3.60	9	0.35
			1.10	0.60	3	0.07	0.60	4	0.07	0.60	2	0.08
			6.20	6.20	28	0.64	6.20	36	0.61	6.20	16	0.63
			0.70	1.10	5	0.12	1.10	6	0.10	1.10	3	0.12
TOTALS:			577.90	1,800	563.40	2,575	100.00	2,900	512.70	3,000	1,145	100.00
Benefit%:				40%				50%			55%	

**APPENDIX B - CALCULATION OF ASSESSMENTS FOR FUTURE MAINTENANCE
PETERS ROAD DRAIN
City of Temiskaming Shores**

Construction Net HST	Interval 4 (0+860 to 1+105) Tile 3700 245 65				TOTAL MAIN DRAIN				BRANCH A Interval 1 (0+000 to 0+141) Tile 2100 141 36				PETERS ROAD DRAIN TOTAL			
	Total ha Adjusted	Benefit	Outlet	%	Total Benefit	Total Outlets	Total Main Dr	Total Main Dr	Total ha Adjusted	Benefit	Outlet	%	Total Benefit	Total Outlets	Total Main Dr	
TOTAL ESTIMATED COSTS	3,765	15,585	2,135	18,720												
Roll No.	Owner															
(54-1B-02C)	City of Temiskaming Shores															
002-07800	0.00	0	0	0.00	700	418	1,118	0.00	0	0	0.00	700	1,118	1,816		
002-07500	0.00	0	0	0.00	0	484	484	22.90	179	8.38	8.38	0	663	663		
002-08100	0.00	0	0	0.00	0	94	94	0.00	0	0.00	0.00	0	94	94		
002-08100	5.40	23	61.70	61.70	4,800	209	5,009	1.40	11	61.41	61.41	6,100	5,020	11,120		
002-08110	0.00	0	0	0.00	500	13	513	0.00	0	0.00	0.00	500	513	1,013		
002-08200	1.20	5	0.13	0.13	0	131	131	0.00	0	0.00	0.00	0	131	131		
002-08300	19.80	86	2.28	2.28	0	504	504	12.30	96	4.50	4.50	0	600	600		
002-08400	19.80	86	2.28	2.28	0	488	488	11.10	87	4.07	4.07	0	575	575		
002-08500	0.00	0	0.00	0.00	0	11	11	0.00	0	0.00	0.00	0	11	11		
002-08700	15.30	67	1.78	1.78	0	266	266	0.00	0	0.00	0.00	0	266	266		
002-08800	12.60	55	1.46	1.46	0	219	219	0.00	0	0.00	0.00	0	219	219		
002-08900	14.40	63	1.67	1.67	0	250	250	0.00	0	0.00	0.00	0	250	250		
002-15100	0.00	0	0.00	0.00	0	306	306	23.50	183	6.57	6.57	0	489	489		
002-15500	26.70	116	3.08	3.08	0	840	840	29.00	226	10.59	10.59	0	1,066	1,066		
002-15600	27.10	118	3.13	3.13	0	471	471	0.00	0	0.00	0.00	0	471	471		
002-15900	29.80	130	3.45	3.45	0	517	517	0.00	0	0.00	0.00	0	517	517		
002-16000	32.00	139	3.69	3.69	0	554	554	0.00	0	0.00	0.00	0	554	554		
002-16100	31.60	137	3.64	3.64	0	547	547	0.00	0	0.00	0.00	0	547	547		
002-16200	1.20	5	0.13	0.13	0	20	20	0.00	0	0.00	0.00	0	20	20		
Highway 65	0.00	0	0.00	0.00	0	0	0	0.00	0	0.00	0.00	0	0	0		
Drive In Theatre Road	0.00	0	0.00	0.00	0	40	40	3.00	23	1.08	1.08	0	63	63		
Peters Road	0.00	0	0.00	0.00	2,400	73	2,473	3.80	30	1.40	1.40	2,400	2,503	4,903		
1/2 Sales Barr Road	2.40	9	0.27	0.27	0	40	40	0.00	0	0.00	0.00	0	40	40		
(54-14-000-00)	Township of Harris															
1-12600	6.00	26	0.69	0.69	0	103	103	0.00	0	0.00	0.00	0	103	103		
1-14600	24.90	109	2.90	2.90	0	433	433	0.00	0	0.00	0.00	0	433	433		
1-14700	55.00	240	6.37	6.37	0	954	954	0.00	0	0.00	0.00	0	954	954		
1-14800	3.60	16	0.42	0.42	0	62	62	0.00	0	0.00	0.00	0	62	62		
1-14900	0.60	3	0.08	0.08	0	12	12	0.00	0	0.00	0.00	0	12	12		
1-16400	6.20	27	0.72	0.72	0	107	107	0.00	0	0.00	0.00	0	107	107		
1/2 Sales Barr Road	1.10	5	0.13	0.13	0	19	19	0.00	0	0.00	0.00	0	19	19		
TOTALS:	2,300	336.70	1,465	100.00	8,400	8,185	16,585	1,300	835	100.00	100.00	9,700	17,420	27,120		
Benefit%	60%				60%				60%				60%			

PART E

GENERAL CONDITIONS

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E. GENERAL CONDITIONS**E.1 SCOPE**

The work to be done under this contract consists of supplying all labour, equipment and materials to construct the drainage work as outlined in the Instructions to Tenderers, the Form of Tender and Agreement, the Schedule of Tender Prices, the Drawings, the General Conditions and the Standard Specifications.

E.2 DEFINITIONS

- i) M.T.O. means the Ministry of Transportation of Ontario.
- ii) A.S.T.M. means the American Society for Testing Materials.
- iii) C.S.A. means the Canadian Standard Association.
- iv) O.P.S.D. means Ontario Provincial Standard Drawings
- v) O.P.S.S. means Ontario Provincial Standard Specifications

E.3 MUNICIPALITY

Municipality refers to a municipal corporation in the Province of Ontario. Where reference to Township, County, Region, Town, City or Owner appears in the specifications it shall be deemed to be the same as the word Municipality. Where reference to owner appears in the specifications it is usually in reference to the owner of the property on which the drain is being constructed.

E.4 TENDERS

Tenders are to be submitted on a lump sum basis for the complete works or a portion thereof, as instructed by the Municipality. The Schedule of Tender Prices must be completed and submitted with the Form of Tender and Agreement even though the Contract will be lump sum. As outlined in the Instructions to Tenders a deposit in the form of a certified cheque payable to the Municipality must accompany each tender as a guarantee of good faith. All certified cheques, except that of the Tenderer to whom the work is awarded, will be returned within 10 days of the time the contract is awarded. The certified cheque of the Tenderer awarded the work will be retained as Contract Security and returned with the Completion Certificate for the work. The certified cheque can be returned if the Contractor provides an alternate form of Contract Security such as a Performance Bond and/or Labour and Materials Bond for 100% of the amount of the tender or other satisfactory security approved by the Municipality. A Performance Bond may also be required to insure maintenance of the work for a period of one year after the date of the Completion Certificate.

E.5 EXAMINATION OF SITE, PLANS AND SPECIFICATIONS

Prior to the submission of the Tender the Tenderer must examine the premises and site to compare them with the drawings and specifications in order to be satisfied with the existing conditions and the extent of the work to be done. The Tenderer must ensure that the meaning and intent of the drawings, estimated quantities and specifications is clearly understood before submission of the Tender. No allowances shall be made on behalf of the Contractor by reason of any error made in the preparation of the tender submission.

Any estimates of quantities shown or indicated on the drawings or elsewhere in the tender/contract document are provided for the convenience of the Tenderer. The Tenderer should check the estimate of quantities for accuracy. Any use made of the estimated quantities by the Tenderer in calculating the tendered amounts is done at the Tenderers risk.

In case of any inconsistency or conflict between the drawings and specifications the following order of precedence shall apply: Addenda, Form of Tender and Agreement, Schedule of Tender Prices, Special Provisions, Contract Drawings, Standard Specifications, General Conditions.

E.6 COMMENCEMENT AND COMPLETION OF WORK

The work must commence immediately after the Tenderer is notified of the contract award or at a later date, if set out as a condition in the Form of Tender and Agreement. If weather and ground conditions are unsuitable, work may be started at a later date from either of the above two dates if such delay is approved by the Engineer. The Contractor shall provide a minimum of twenty-four (24) hours advance notice to the Engineer and the Municipality before commencement of any work. The work must proceed in such manner as to ensure its completion at the earliest possible date consistent with first class workmanship and within the time limit set out in the tender/contract document. Failure to commence or complete the work as set out in the tender/contract document may result in a forfeiture of all or part of the Contract Security if the Engineer deems that damages have been sustained to the Municipality or to any landowner because of the non-commencement or non-completion of the contract as awarded and that the failure to meet the specified dates has been the fault of the Contractor.

E.7 NOTICES RE COMMENCEMENT OF WORK

If the Contractor leaves the job site for a period of time after initiation of work a minimum of twenty-four (24) hours advance notice shall be given to the Engineer and the Municipality before commencement of any further work. If any work is commenced without the advance notice the Contractor shall be fully responsible for all such work undertaken prior to such notification and shall make good any works or materials judged to be inadequate or constructed in any manner that may have been subject to alteration if made known to the Engineer prior to commencement of construction.

E.8 PRE AND POST CONSTRUCTION MEETING

The Contractor is required to attend a pre- and post- construction site meeting with the Engineer and landowners before starting and after finishing the work.

The drain is to be walked by the Contractor and each landowner prior to construction to ensure that both agree on the work to be done. It is expected that different portions will be examined at different times. The Contractor shall give the Engineer, Township, and landowners at least two weeks' advance notice of the time that the review may be undertaken. Should the Engineer or Township wish to be present they may so attend. Any difference of opinion as to the work to be done shall be referred to the Engineer for decision. If the landowner is not contacted for such review, they are to advise the Engineer and/or Township.

The Contractor shall, at the end of construction, obtain from each owner a statement indicating that the work has been performed to the owner's satisfaction. If the Contractor is unable to get such letter from the landowner, the Engineer will determine if further work is required prior to releasing the Contractor from the work without the owner's letter.

E.9 PERMITS, NOTICES, LAWS AND RULES

The Contractor shall apply and pay for all necessary permits or licenses required for the execution of the work. This shall not include the obtaining of permanent easements or rights or servitude. The Contractor shall give all necessary notices and pay all fees required by the law and comply with all laws, ordinances, rules and regulations relating to the work and to the preservation of the public's health and safety and if the specifications and drawings are at variance therewith, any resulting additional expense incurred by the Contractor shall constitute an addition to the contract price.

E.10 WORKING AREA

Where any part of the drain is on a road allowance, the road allowance shall be the working area. For a closed drain the working area shall be a ten (10) metre width on either side of the trench or any combination not exceeding twenty (20) metres. For an open drain the working area shall be twelve (12) metres on the side for leveling and three (3) metres on the opposite side. If any part of the drain is close to a property line then the fence line shall be one of the

limits of the work area. Restricted or increased working areas will be described in detail on the drawings.

E.11 ACCESS

The Contractor shall have access to the drain by entering the working area directly from road allowances or along access routes shown on the drawings. All specifications governing fences, livestock and crops during drain construction shall apply to access routes. No other access routes shall be used unless first approved by the Engineer and the affected landowner. The Contractor shall contact each owner prior to using the designated access routes. Contractor shall make good any damages caused by using the designated access routes.

E.12 ACCESS TO PROPERTIES ADJOINING THE WORK

The Contractor shall provide at all times and at no additional cost, adequate pedestrian access to private homes and commercial establishments unless otherwise authorized by the Engineer. Where interruptions to access have been authorized by the Engineer, reasonable notice shall be given by the Contractor to the affected property owners and such interruptions shall be arranged so as to create a minimum interference to those affected.

E.13 LIMITATIONS OF OPERATIONS

Except for such work as may be required by the Engineer to maintain the works in a safe and satisfactory condition, the Contractor shall not carry out operations under the contract on Sundays or Statutory Holidays without permission in writing from the Engineer. The Engineer may direct in writing to the Contractor to cease or limit operations under the contract on any day or days if the operations are of such a nature, or if the work is so located, or if the traffic is of such a volume, that the Engineer deems it necessary or expedient to do so.

E.14 COLD WEATHER

When work is permitted or ordered by the Engineer to be done in cold weather, the Contractor shall provide suitable means for heating and protection and all the materials shall be heated and protected. Unless the Engineer directs otherwise, all work such as masonry, concrete and painting that may be injured by frost, and which cannot be satisfactorily completed, shall be put in a proper and satisfactory condition, and shall be protected from damage by frost. Unless otherwise specified, the cost of such protection shall be borne by the Contractor. All backfilling operations shall be done as soon as possible to avoid backfilling with ground containing frozen particles. The Contractor will assume all responsibility for damages to any tile drains and for settlements or bank slippages that may result from work in cold weather.

E.15 SUPERVISION

The Contractor shall provide constant supervision of the construction work and shall keep a competent foreman in charge at the site.

E.16 CHARACTER AND EMPLOYMENT OF WORKMAN

The Contractor shall employ only orderly, competent and skillful workers to do the work and shall give preference to available qualified residents in the area of the contract. Whenever the Engineer informs the Contractor in writing that any workers are, in the opinion of the Engineer, incompetent, unfaithful, or disorderly, such workers shall be discharged from the work and shall not again be employed on the work without the consent in writing of the Engineer.

E.17 SUB-CONTRACTORS

If the Municipality so directs, the Contractor shall not sublet the whole or any part of this contract without the approval of the Engineer.

E.18 DRAINAGE SUPERINTENDENT

Where a Drainage Superintendent (Superintendent) is appointed by the Municipality, the Superintendent will act as the Engineer's representative. The Superintendent shall have the power to direct the execution of the work and to make any necessary minor adjustments.

Any instructions given by the Superintendent, which changes considerably the proposed work or with which the Contractor does not agree, shall be referred to the Engineer for final decision.

E.19 ALTERATIONS TO WORK

The Engineer shall have the power to make alterations, additions and/or deletions in the work as shown or described in the drawings or specifications and the Contractor shall proceed to make such changes without causing delay. In every such case, the price agreed to be paid for the work under the contract shall be increased or decreased as the case may require according to a fair and reasonable evaluation of the work completed. Where such changes involve additional work similar to items in the contract, the price agreed to be paid shall be determined after due consideration has been given to the ratio of the tendered amount to the Engineer's estimate of the amount. Alterations ordered by the Engineer shall in no way render the contract void. No claims for variations or alterations in the increased or decreased price shall be valid unless done under an order from the Engineer and notice of such claims made in writing before commencement of such work. In no case shall the Contractor commence work considered to be extra work before receiving the Engineer's approval.

E.20 ERRORS AND UNUSUAL CONDITIONS

The Contractor shall notify the Engineer immediately of any error or unusual conditions which may be found. Any attempt by the Contractor to correct the error without notice shall be done at the Contractor's risk. Any additional cost incurred by the Contractor to remedy an error or unusual condition without notice shall be borne by the Contractor. The Engineer shall direct the alteration necessary to correct errors or unusual conditions. The contract amount shall be adjusted in accordance with a fair evaluation of the work added, deleted or adjusted.

E.21 TESTS

The cost of testing materials, supplied to the job by the Contractor, shall be borne by the Contractor. The cost of testing materials, supplied to the job by the Municipality, shall be borne by the Municipality. The Engineer reserves the right to subject any materials to a competent testing laboratory for compliance to the standard. If any materials supplied by the Contractor is determined to be inadequate to meet the applicable standards, the Contractor shall bear full responsibility to remove and/or replace all such inadequate materials with materials capable of meeting the standards.

E.22 REPLACEMENT OF STAKES

The Contractor shall be held liable for the cost of replacing any stakes or benchmarks destroyed during the course of construction. The drainage area shall be liable for the cost of replacing stakes or benchmarks prior to construction.

E.23 PAYMENT

Progress payments in cash equal to about 90% of the value of the work done and materials incorporated in the work will be made to the Contractor monthly. If directed by the Engineer the Contractor may be required to provide a written request for the progress payment amount. An additional 7% will be paid 45 days after the final acceptance by the Engineer and 3% of the contract price may be reserved by the Municipality as a maintenance holdback for one year from the date of the Completion Certificate.

The holdbacks noted above may be increased by the Municipality if, in the written opinion of the Engineer, particular conditions of the contract require such greater holdback.

After the completion of the work any part of maintenance holdback may be used to correct defects from faulty construction and/or materials provided that notice shall first be given by the Engineer in writing to the Contractor stating that the Contractor has seven (7) days in which to remedy the defect in construction and/or materials.

E.24 TERMINATION OF CONTRACT BY THE MUNICIPALITY

Termination of the contract by the Municipality may be considered if the Contractor:

- should be adjudged bankrupt or make a general assignment for the benefit of creditors or if a receiver should be appointed on account of insolvency;
- should refuse or fail to supply enough properly skilled workmen or proper materials after having received seven (7) days notice in writing from the Engineer to supply such additional workmen or materials in order to commence or complete the works;
- should fail to make prompt payment to sub-contractors or for materials or labour;
- should persistently disregard laws, ordinances, or instructions from the Engineer, or otherwise be guilty of a substantial violation of the provisions of the contract;

then the Municipality, upon Certificate of the Engineer that sufficient cause exists to justify such action, may without prejudice to any other right or remedy, give written notice to the Contractor to terminate the employment of the Contractor and take possession of the premises, and of all materials, tools and appliances thereon, and may finish the work by whatever method the Municipality may deem expedient, but without undue delay or expense. In such case, the Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the contract price will exceed the expense of finishing the work including compensation to the Engineer for additional services and including other damages of every name and nature, such excess shall be paid to the Contractor. If such expense will exceed such unpaid balance including the Contract Security, the Contractor shall pay the difference to the Municipality. The expense incurred by the Municipality, as herein provided, shall be certified by the Engineer. If the contract is terminated by the Municipality due to the Contractor's failure to properly commence the works, the Contractor shall forfeit the Contract Security and furthermore shall pay to the Municipality an amount to cover the increased costs, if any, associated with a new tender for the contract being terminated.

If any unpaid balance and the Contract Security do not equal the monies owed by the Contractor upon the termination of the contract, the Municipality may also charge such expenses against any money which is or may thereafter be due to the Contractor from the Municipality.

E.25 FINAL INSPECTION

Final inspection by the Engineer will be made within twenty (20) days after receiving notice in writing from the Contractor that work is complete, or as soon thereafter as weather conditions permit. All the work included in the contract must at the time of final inspection have the full dimensions and cross-sections.

Prior to commencing the final inspection an on-site meeting may be held with the landowners directly affected by the construction of the drain. The Contractor will be requested to attend this meeting upon written notice by the Engineer.

E.26 OPENING UP OF FINISHED WORK

If ordered by the Engineer, the Contractor shall make such openings in the work as are needed to re-examine the work, and shall forthwith make the work good again. Should the Engineer find the work so opened up to be faulty in any respect, the whole of the expense of opening, inspecting and making good shall be borne by the Contractor. Should the Engineer find the work opened up to be in an acceptable condition the Contractor shall be paid for the work completed unless the Contractor has been obligated by any specification to leave the work open for the Engineer's inspection.

E.27 CLEANING UP BEFORE ACCEPTANCE

Before any work shall be finally accepted by the Municipality, the Contractor shall make such replacements of improper materials and such corrections of faulty workmanship as have been directed by the Engineer and do such trimming and disposal of rubbish and surplus materials as to leave the work neat and presentable.

E.28 LIQUIDATED DAMAGES

It is agreed by the parties to the Contract that in case all the work called for under the Contract is not finished or complete within the period of time as set forth in the Tender/Contract Document, damage will be sustained by the Municipality. It is understood by the parties that it will be impracticable and extremely difficult to ascertain and determine the actual damage which the Municipality will sustain in the event of and by reason of such delay. The parties hereto agree that the Contractor will pay to the Municipality a sum as set out in the Form of Tender and Agreement for liquidated damages for each and every calendar day delay, including Saturdays, Sundays and Statutory Holidays, in finishing the work in excess of the number of working days prescribed. It is agreed that the liquidated damages amount is an estimate of the actual damage to the Municipality which will accrue during the period in excess of the prescribed number of working days.

The Municipality may deduct any amount due under this paragraph from any monies that may be due or payable to the Contractor on any account whatsoever. The liquidated damages payable under this paragraph are in addition to and without prejudice to any other remedy, action or other alternative that may be available to the Municipality.

The Contractor shall not be assessed with liquidated damages for any delay caused by acts of nature, or of the Public Enemy, Acts of the Province or of any Foreign State, Fire, Flood, Epidemics, Quarantine Restrictions, Embargoes or any delays of Sub-Contractors due to such causes.

If the time available for the completion of the work is increased or decreased by reason of alterations or changes made under the provisions of the Contract, the number of working days shall be increased or decreased as determined by the Engineer.

If the Form of Tender and Agreement does not show an amount for Liquidated Damages then Liquidated Damages do not apply for this contract.

E.29 MAINTENANCE

The Contractor shall repair and make good any damages or faults in the drain that may appear within one year after its completion as evidenced by the Completion Certificate because of imperfect or defective work done or materials furnished if certified by the Engineer as being due to one or both of these causes; but nothing herein contained shall be construed as in any way restricting or limiting the liability of the Contractor under the laws of the country, province or locality in which the work is being done. Neither the Completion Certificate nor final payment thereunder, nor any provision in the contract document shall relieve the Contractor from this responsibility.

E.30 CONTRACTOR'S RESPONSIBILITY FOR DAMAGES

The Contractor and all workers, agents or any party under the Contractor's control, including Sub-Contractors, shall use due care that no person or property is injured and that no rights are infringed during the construction work outlined in the contract. The Contractor shall be solely responsible for all damages by whomsoever claimable in respect of any injury to persons or to lands, buildings, structures, fences, livestock, trees, crops, roadways, ditches, drains and watercourses, whether natural or artificial, or property of whatever description and in respect of any infringement of any right, privilege or easement where ever occasioned in the carrying on of the work or any part thereof, or by any neglect, misfeasance or non-feasance on the Contractor's part or on the part of any workers, agents or parties under the Contractor's control including Sub-Contractors, and shall bear the full cost thereof. The Contractor shall be fully responsible to make such temporary provisions as may be necessary to ensure the avoidance of any such damage, injury or infringement and to prevent the interruption of or danger or menace to the traffic in any railway or any public or private road entrance or sidewalk and to secure to all persons and corporations the uninterrupted enjoyment of all their rights, in and during the performance of the work. The Contractor shall indemnify and save harmless the Municipality and the Engineer from and against all claims, demands, losses,

costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted in any manner based upon, occasioned by, or attributed to any such damage, injury or infringement.

Wherever any work is of such an extent and nature that it must necessarily be confined to particular areas of a roadway, a working area, or private property, the Contractor shall use reasonable care not to damage or deface the remaining portions of the property, and if any damage is occasioned as a result of the Contractor's operations, it shall be rectified by and at the expense of the Contractor, to the satisfaction of the Engineer. Notwithstanding the indemnity provisions contained in this section, where in the opinion of the Engineer the Contractor has failed to rectify any damage, injury or infringement or has failed to adequately compensate any person for any damage, injury or infringement for which the Contractor is responsible under the contract, the Engineer, following notice in writing to the Contractor of an intention so to do, may withhold payment of any monies due the Contractor under this or any other contract until the Contractor has rectified such damage, injury or infringement or has paid adequate compensation for such damage, injury or infringement, provided however, that the Municipality will not withhold such monies where in the opinion of the Engineer there are reasonable grounds upon which the Contractor denies liability for such damage, injury or infringement and the Contractor has given the claimant a reasonable time in which to establish the validity of the claim, and provided further that the amount withheld under this section shall not exceed the amount of such claims against the Contractor.

Where the Contractor uses privately owned lands for pits or waste disposal areas, the Contractor shall provide the Engineer with a release signed by or on behalf of the owner of each pit or waste disposal area used by the Contractor. If the said release is not obtained, then sufficient monies will be withheld from the Contractor except, however, where the owner's signature is withheld solely on the basis of damage, injury, or infringement it will be dealt with as provided elsewhere in this subsection.

E.31 LIABILITY INSURANCE

The Contractor shall take out and keep in force until the date of acceptance of the entire work by the Engineer, a comprehensive policy of public liability and property damage insurance providing insurance coverage of at least \$3,000,000 for each and every accident, exclusive of interest and cost, against loss or damage resulting from bodily injury to or death of one or more persons and loss of or damage to property and such policy shall where, and as requested by the Municipality, name the Municipality and the Engineer as an additional insured thereunder and shall protect the Municipality against all claims for all damage or injury including death to any person or persons and for damage to any property of the Municipality or any other public or private property resulting from or arising out of any act or omission on part of the Contractor or any of his servants or agents during the execution of the Contract.

E.32 LOSSES DUE TO ACTS OF NATURE, ETC.

All damage, loss, expense and delay incurred or experienced by the Contractor in the prosecution of the work, by reason of unanticipated difficulties, bad weather, strikes, wars, acts of nature, or other mischances, shall be borne by the Contractor and shall not be the subject of a claim for additional compensation.

E.33 EXISTING CROSSINGS

Where the Special Provisions require an existing crossing to be cleaned, the Contractor shall provide a bottom width and depth that provides capacity equivalent to the capacity of the channel on either side. Excavated materials shall be hauled away unless adjacent owners give permission for leveling. Care shall be taken to ensure that existing abutments or any portion of the structure are not damaged or undercut. The method of removing the material is to be pre-approved by the Engineer.

E.34 ROAD CROSSINGS

If no specific detail is provided for road crossings on the drawings or in the specifications the following shall apply:

A Road Authority will supply no labour, equipment or materials for the construction of the road crossing unless noted otherwise on the drawings or in the specifications.
Road crossings may be made with an open cut unless otherwise noted.
Exact location of crossing shall be verified with the Road Authority or the Engineer.
Pipe shall be placed on a 150mm depth of Granular A shaped for the pipe.
Pipe shall be backfilled with acceptable native material for the base width of the road bed.
The material shall be placed in lifts not exceeding 300mm in depth and shall be thoroughly compacted with an approved mechanical vibrating compactor.
Top 600mm of the road bed backfill shall consist of 450mm Granular B and 150mm of Granular A placed in lifts and fully compacted.
Any surplus excavated material within the road allowance may be spread on the right-of-way with consent of the Road Superintendent otherwise the surplus material shall be hauled away.
Existing asphalt or concrete pavement or surface treatment shall be replaced by the Contractor unless otherwise noted.
Contractor shall be responsible for maintaining any backfill settlement during construction and during the maintenance period.
All road crossings shall meet the approval of the Road Authority.
If any road crossing is not left in a safe manner at the end of the working day barricades and warning signs shall be erected to guarantee the safety of the travelling public.
If the Engineer deems a road to surface to have been damaged by the construction of a drain, either across or along the road, the Engineer may direct the Contractor to restore the road surface to existing or better condition at no additional cost.

Maintenance of Traffic

Unless directed otherwise on the drawings or in the specifications the Contractor shall keep the road open to traffic at all times. The Contractor shall provide suitable warning signs and/or flagmen to the satisfaction of the Road Superintendent to notify motorists of work on the road ahead. If necessary to close the road to through traffic, the Contractor shall provide for and adequately sign the detour route. If a detour is required, the Contractor shall submit a proposal as to the details of the detour for approval by the Road Superintendent. Any signing, barricades and traffic control shall be done in accordance with any specifications of the Municipality. Contractor shall undertake all notifications required for a road closure in consultation with the Municipality.

E.35 LOCATIONS OF EXISTING UTILITIES

The position of pole lines, conduits, watermains, sewers and other underground and overground utilities are not necessarily shown on the Contract Drawings, and, where shown, the accuracy of the position of such utilities and structures is not guaranteed. Before starting work, the Contractor shall have all utilities located within road allowances and on private lands. All utilities shall be exposed to the satisfaction of the utility company to verify that the construction proposed will not conflict with the utility structure. Additional payment will be allowed for relocation of utilities if conflicts should occur. Additional cost for utility relocation will be assessed to the utility company under Section 26 of the Drainage Act.
The Contractor is responsible for protecting all located and exposed utilities from damage during construction. The Contractor shall assume liability for damage caused to all properly located utilities.

E.36 RAILWAYS, HIGHWAYS AND UTILITIES

A minimum of forty-eight (48) hours notice in writing to any Railway's Division Engineer, MTO's District Engineer, or any Utility Company, exclusive of Saturdays, Sundays, and Holidays, is required by the Contractor prior to any work being performed on or affecting the applicable property and in the case of a pipe being installed by open cutting or boring, a minimum of seventy-two (72) hours notice is required.

E.37 LANEWAYS

If no specific detail is provided for laneway crossings on the drawings or in the specifications the following shall apply:
Pipe backfill shall be acceptable native material that can be compacted in place.

On open ditch projects backfill shall be a material that is not easily erodible.
Top 450mm of laneway backfill shall consist of 300mm Granular B and 150mm of Granular A placed in lifts and fully compacted.
Minimum cover on laneway culverts shall be 300mm.
Existing asphalt or concrete pavement or surface treatment shall be replaced by the Contractor unless otherwise noted.
Surface restoration shall be to the full width of the travelled portion of the laneway.
Contractor shall be responsible for maintaining any backfill settlement during construction and during the maintenance period.

E.38 FENCES

No earth is to be placed against fences. All fences removed by a Contractor are to be replaced in as good a condition as existing materials permit. Where practical and where required by the landowner, the Contractor shall take down an existing fence at the nearest anchor post and roll the fence back rather than cutting the fence and attempting to patch it. The replacement of the fences shall be done to the satisfaction of the Engineer. Any fences found in such poor condition that replacement is not possible shall be noted and verified with the Engineer prior to commencement of work. Where directed by the Engineer, additional steel posts shall be placed to adequately support a fence upon re-erection. All fences shall be properly stretched and fastened. Where the Engineer directs that new fencing material be erected, additional payment will be provided.
Any fences paralleling an open drain, that are not line fences, that hinder the proper working of the excavating machinery shall be removed and rebuilt by the landowner at his own expense. If such parallel fences are line fences they shall be removed and rebuilt by the Contractor.

E.39 LIVESTOCK

If any construction will be within a fenced field containing customary farm animals, hereafter referred to as livestock, that are evident or have been made known to the Contractor, the Contractor shall notify the owner of the field or the owner of the livestock 36 hours in advance of access into the field. Thereafter, the owner shall be responsible for the protection of the livestock on the property during construction and shall also be liable for any damages caused by the livestock or caused to the livestock. Where the owner so directs or where the Contractor has failed to reach the owner, the Contractor shall adequately re-erect all fences at the end of each working day and shall have any open trench backfilled within 72 hours including weekends and statutory holidays. In all cases the trench shall be backfilled within 7 days. Failure of the Contractor to notify or to attempt to notify the owner, or failure of the Contractor to erect the fencing or to backfill the trench as described in this paragraph shall render the Contractor responsible for the protection of or damage to livestock on the property and the damage they may cause.

Where livestock may be encountered on any property the Contractor shall notify the Engineer promptly so that arrangements may be made to inspect the drainage works before the time required for backfilling.

E.40 STANDING CROPS

The Contractor shall not be held responsible for damages to standing crops within the working area for the drain. However, the Contractor shall notify the owner of the crops 48 hours prior to commencement of construction so as to allow the owner an opportunity to harvest or salvage the crop within the drain working area. If this advance notice is not given the Contractor may be liable for the loss of the standing crops.

E.41 SURPLUS GRAVEL

The Contractor shall haul away any surplus granular material as construction work proceeds. This does not apply to a road or laneway crossing where surplus gravel may be stockpiled to provide backfill for future trench settlement.

E.42 RIPRAP

All riprap is to be placed on a geotextile underlay (Terrafix 360R or equal) unless directed otherwise in the specific construction notes. Along upstream edges of riprap, where surface water will enter, underlay is to extend a minimum of 300mm upstream from riprap and then be keyed down a minimum of 300mm. The riprap is to be graded heavy angular stone (quarry stone is recommended) with particles averaging in size from 225mm to 300mm and is to be placed at 300mm thickness. Sufficient fine particles are to be included to fill voids. Wherever riprap is placed, the area is to be over dug so that finished top of riprap is at design cross-section, at design elevation or flush with existing ground.

E.43 GEOTEXTILE

To be non-woven fabric that is rot proof, non-biodegradable, chemically resistant to acidic or alkaline soils and is dimensionally stable under different hydraulic conditions. The filter fabric is to be a material whose primary function is to act as a highly permeable, non-clogging soil separator for fine soils. Contractor is to avail himself of manufacturer's recommendations for cutting, installation and precautions necessary to avoid damage to fabric.

Terrafix geotextile is available from:

Coldstream Concrete Ltd., Ilderton, ON

(519) 666-0604

Other approved equals will be considered by the Engineer prior to construction.

E.44 BRUSHING

All brushing shall be in accordance with the drawings.

Where "Heavy Brush" is noted on the Drawings or Special Provisions, it is anticipated a chainsaw will be required to fell trees too large for a power brushing machine.

Where "Medium Brush" is noted on the Drawings or Special Provisions, it is anticipated that tree removal can be accomplished with a power brushing machine.

Where "Light Brush" is noted on the Drawings or Special Provisions, it is anticipated that incidental tree and brush removal can be accomplished with an excavator.

All Brushing shall include grubbing unless specified in the Drawings or Special Provisions. Where an owner requests that grubbing or root removal not be done, the engineer may consider such provided trunks are close cut, the leveled spoil covers the exposed trunk and provided other particles of brush, etc. do not protrude through the leveled spoil.

Where it is feasible to work around existing trees that do not impede the function of the drainage works, the Contractor shall not remove any deciduous tree larger than 300mm and any coniferous tree larger than 200mm, unless authorized by the Engineer. Where an owner requests for specific trees to remain, the Engineer may allow such to remain if they are in good condition and not likely to impede the function of the drain, will not significantly impede the Contractor's excavation or leveling operations and will not impede future maintenance work.

Where an owner requests good timber in excess of 150mm diameter to be left separated for their use, the Contractor shall brush such, cut such into 6m lengths and leave along the edge of the cleared area.

Any deviations from these requirements must be approved in writing by the affected landowner and by the Municipality responsible for maintenance.

The Contractor shall meet with each owner prior to work and agree on the brushing work. Any disagreements are to be referred to the Engineer. The Special Provisions may provide specific notes re clearing on individual properties.

A sign-off letter from all landowners confirming their satisfaction with brushing may be required. Failure to follow these brushing requirements may nullify payment for the work with which the brushing is associated.

i) In Bush Areas

Brushing in bush area is to be the width of the channel plus 15m on each side of the channel, unless described otherwise in the Drawings or Special Provisions.

The method for brushing is to remove all trees and brush, excavate all stumps and push the material into separate windrows or piles among the standing trees, or at the edge of the cleared area if requested by the landowner and approved by the Engineer, so that no brush or roots remain within the area designated for brushing. In bush areas, stumps are to be put in a separate pile from brush unless the owner agrees to combined piles. After stumps are removed, loose particles of wood are to be picked up and moved and then the area is to be cleaned and leveled off by bulldozer or by root rake to the satisfaction of the Engineer and the owner. Grubbed materials are to be put in the root piles. Removal of earth is to be minimized. Provisions for lateral drainage are required through all windrows.

As an option, smaller trees and brush may be power brushed and if approved by the owner, the cut materials may be piled with the stumps which are to be excavated. If power brushing is used, larger trees will still be separately cut and piled and passage over the area by bulldozer or root rake will still be necessary.

Roots may remain in channel banks where the bank does not have to be altered. However the trunk is to be cut flush to the bank.

Wherever bush is too thick or heavy, in the Engineer's opinion, to be windrow cleared with grubbed materials placed among standing trees, such shall be skidded to the perimeter of the bush as part of the project.

If any owner requires a more costly method for clearing or disposing of brush, the increased costs, etc. shall be paid by the owner directly to the Contractor and such work shall not form part of the drain project or be eligible for grant. Such work would only be eligible for grant if the Engineer deemed such additional brushing effort was necessary for the proper performance of the drain. In all cases, the owner's approval of the brushing operation will be required prior to the Engineer making full payment for the excavation and brushing work.

When there is bush on one side of the drain only, these requirements apply to that side.

Where "Heavy Brush" is noted on the Drawings, it is anticipated a chainsaw will be required to fell trees too large for removal by a power brushing machine. Where "Medium Brush" is noted on the Drawings, it is anticipated that tree removal can be accomplished with a power brushing machine. Where "Light Brush" is noted on the Drawings, it is anticipated that incidental tree and brush removal can be accomplished with an excavator.

ii) In Field Areas

Where ditches are in or adjacent to field areas but require scattered or narrow widths of brushing, the brushed material may be placed on the leveled spoil if the owner allows such or otherwise it is to be piled or windrowed on adjacent lands unless Special Provisions indicates it is to be piled among adjacent standing trees. Provisions for lateral drainage are required through all windrows. Any stumps from cut trees or brush are to be excavated and hauled away. Disposal sites for this brush and stump material may be within bush areas on the same farm if the owner approves or at another location on the property for which the Contractor obtains approval, or in with nearby standing tree/bush areas on the same farm if so indicated in the Special Provisions.

Where a bush exists on one side, the material is to be disposed of in the bush and the bush requirements apply. Similar provisions exist for roots in channel banks that do not have to be reworked.

iii) Where Owner Does Clearing

Wherever the Special Provisions indicate that clearing may be undertaken by the Owner and/or where such clearing by Owner is permitted by the Municipality, then the Owner is to attend to the same brushing requirements listed above for the Contractor, including movement of brush to adjacent bush areas but with the exception that the grubbing, raking and windrowing/piling of roots will be the responsibility of the Contractor as part of the excavation work. If the Owner does not attend to the clearing in full or in part, the Contractor is to do such and will be paid additional money as indicated in the Special Provisions if the Special Provisions specifically states the owner is to do clearing. All of this work is to be done prior to excavation. If the Owner desires a less costly method of grubbing and if the Engineer agrees in advance, a memo to that effect is to be signed by the Owner.

E.45 DISPOSAL OF MATERIALS

The Contractor shall locate the disposal site for all materials to be disposed of.

E.46 EXCESS TILE

If the tile is supplied by the Municipality, the Contractor shall stockpile all excess tile in one readily accessible location for pickup by the Municipality at the end of the job. If the tile is supplied by the Contractor, he/she shall remove all excess tile from the job site.

E.47 ROCK REMOVAL

Rock shall be defined as bedrock and boulders that are greater than one-half cubic metre in size and that require blasting or hoe-ram removal. All blasting shall be performed by a competent qualified blaster. A pre-blast survey must be done if any building is within 200m of any blasting. The pre-blast survey shall be included in the unit price for blasting rock. All blasting shall follow OPSS 120. Extreme care shall be taken for the transport, storage and use of explosives. All blasted material shall be treated as spoil and piled or used to replace imported riprap. The trench shall be excavated to 150mm below the grade elevation and to a width of 1.0m. On tile drains, the top of the rock in the trench after excavation shall at no point be less than 100mm below the grade line. Pay limits for the excavation of rock quantities shall be based on cross-sections taken at 3 metre intervals. The top shall be the original rock surface; the bottom shall be 0.15m below the grade elevation and the width shall be 1.0m. There will be no payment for overbreak.

E.48 EROSION CONTROL BLANKETS

The Erosion Control Blanket (ECB) shall be a long term biodegradable erosion control blanket and may be straw/coconut (SC200) or coconut only (C200) as supplied by Terrafix, Coldstream or approved equal. The blanket and the staples shall be supplied and installed as per OPSS 572. The blankets are to be single course.

Erosion control blanket shall be placed and stapled into position as per the manufacturer's installation instructions on all slopes found to be unstable as directed by the Engineer. Blankets shall be installed in direct contact with the ground surface to form a uniform, cohesive mat over the seeded earth area. The Contractor shall ensure that the ECB is anchored to the soil and that tenting of the ECB does not occur. On slopes, the uppermost edge of the ECB shall be anchored in a 150mm by 150mm deep trench when the ECB cannot be extended and anchored over the crest of the slope. The trench shall be backfilled with earth and compacted.

E.49 SEEDING OF NEW OR DISTURBED DITCH BANK SLOPES & BUFFER STRIPS

For seeding use mechanical (cyclone) spreader and the following shall apply:
Seed mixture to be applied at 60kg/ha and to be as follows:

i) Ditch Banks

35% Creeping Red Fescue

25% Birdsfoot Trefoil
 25% Kentucky Bluegrass
 10% Cover Crop (Oats, Rye, Barley, Wheat)
 5% White Clover

ii) Waterways (If Required)

Seed mixture shall be an approved mixture (Canada No. 1) suitable for waterway construction. Preapproval by the Engineer is required. Contractor shall arrange for watering new seed with owners. Contractor responsible for re-seeding as necessary for uniform catch during warranty period. Also to be in accordance with OPSD 572 (seeding and mulching).

iii) Seeding of Disturbed Green/Lawn Areas (Where Required - Berms and Road Right of Ways)

Seed mixture shall be an approved residential lawn mixture (Canada No. 1). Contractor shall arrange for watering new seed with owners. Contractor responsible for re-seeding as necessary for uniform catch during warranty period. Also to be in accordance with OPSD 572 (seeding and mulching).

Fertilizer shall be 5:20:20 or 10:10:10 applied at 300 kg/ha. Seed and fertilizer shall be applied as soon as possible after excavation (the end of the day).

Provide temporary cover for late fall planting add as additional 10 kg/ha of rye or winter wheat.

Areas that remain grassed after excavation may not need to be seeded unless directed otherwise by the Engineer.

E.50 GRASSED WATERWAYS AND OVERFLOW SWALES

Grassed waterways and overflow swales shall be constructed along the existing low lands typical along the historical flow route. The swale shall have 1m bottom width and 8:1 side slopes and 300mm depth unless stated otherwise in the Special Provisions.

E.51 BUFFER STRIPS

Vegetated buffer strips shall be placed along the top banks of open ditches 3m width and 1m around the entrance of any catchbasin. A buffer strip shall be permanently vegetated and can be tilled on an infrequent basis.

E.52 SEDIMENT CONTROL TRAPS

i) Permanent Sediment Traps (Rock)

Wherever permanent sediment trap dams are specified, the work shall be done in accordance with the NE Detail. Rock sediment traps are required. Permanent sediment traps shall be installed prior to any excavation taking place upstream of that location. The dam shall extend to the top of the banks so that overflow cannot wash the bank out along the edge. In each case the rock shall be recessed a minimum of 150mm into the ditch bottom. A small deepening of the channel upstream of the sediment trap shall be undertaken as provided in the detail. The over-excavated section shall have a bottom width equal to that of the adjacent channel, and side slopes shall match the existing drain banks.

The Contractor shall maintain the sediment trap during the course of construction and for one year after completion of the work. The sediment traps shall be maintained (one year).

ii) Temporary Sediment Traps (Rock)

Wherever temporary rock sediment trap dams are specified, the work shall be done in accordance with the NE Detail. Rock sediment traps are required. Temporary rock sediment traps shall be installed prior to any excavation taking place upstream of that location. The dam shall extend to the top of the banks so that overflow cannot wash the bank out along the edge. In each case the rock shall be recessed a minimum of 150mm into the ditch bottom. A small deepening of the channel upstream of the sediment trap shall be undertaken as

provided in the detail. The over-excavated section shall have a bottom width equal to that of the adjacent channel, and the side slopes shall match the existing drain banks. Note: Do not install filter fabric underlay in sediment traps.

The Contractor shall maintain the sediment trap during the course of construction and for one year after completion of the work. The sediment traps shall be temporary (one year) and shall stay in place over one winter and are to be disposed of in the channel bottom for fish habitat in the following late spring or early summer. The rock is to be leveled in the deepened section so that it is below the required ditch grade. Accumulated sediments shall be removed and leveled as well. In addition, prior to leaving the project site at the end of the construction year, any accumulated sediments shall be removed and leveled.

iii) Temporary Sediment Traps (Straw Bales)

Temporary sediment traps shall be installed in any ditch prior to any excavation taking place upstream of that location. The trap may be straw bales unless rock is specified. The straw bale dam is to consist of a minimum of 2 rows of 3 bales each with 2 iron fence posts or 1.2m long wood stakes per bale. The straw bales are to be embedded 150mm.

The Contractor shall maintain the straw bale sediment trap during the course of construction and for up to one year after completion of the work. The sediment traps shall be temporary (one year) and shall stay in place over one winter (or for less time if the Engineer directs) and are to be removed and disposed of. Accumulated sediments shall be removed and leveled as well. Prior to leaving the project site at the end of the construction year, any accumulated sediments shall be removed and leveled.

iv) Sediment (Turbidity) Curtains

A turbidity curtain is required when there is permanent water level/flow for drainage works and a permanent/temporary sediment trap is not feasible. These turbidity curtains are to remain in place during construction of the section of area confined and are then to be moved as required when the work has been completed.

Turbidity curtain locations are to be carefully considered with respect to lateral channels and tile inlets.

The Contractor will be required to supply catalogues, brochures, suppliers' information for pre-approval of the turbidity curtains proposed. Turbidity curtains shall meet the requirements of OPSP 219,260 and 219.261 and OPSS 577.05.02.04.

The curtain must be capable of passing residual base flows in the drainage works but at a depth below the surface.

There shall be no separate measurement for payment for turbidity curtains. Turbidity curtains shall be replaced whenever it is evident that the curtain has been damaged or that it is clogged by sediments.

Each time a turbidity curtain is relocated, it is to be inspected by the Engineer to confirm that such may be reused. It shall be cleaned prior to any relocation. Where a turbidity curtain remains in place for more than two weeks it is to be inspected for damage and or clogging and any necessary cleaning or repair is to be undertaken.

Best management practices for turbidity curtains are to be observed. All turbidity curtains are to fully cover the affected area and are to be secured to trees, stakes or other to prevent dislodging with flows.

v) Splash Pool/Sediment Trap

The Engineer will layout the top of banks of the splash pool prior to excavation. The landowner, Contractor and Engineer are to meet prior to excavation and agree on location, disposal of excavated materials, treatment of existing outlets and riprap areas.

The Contractor shall maintain the sediment trap during the course of construction and for one year after completion of the work. The sediment traps shall be maintained (one year).

E.53 TWO STAGED DITCH or LOWFLOW CHANNELS

Unless specified otherwise in the special provisions, all channels with a bottom width greater than 1.8m bottom width, without permanent water and with a grade less than 0.07%, shall have a low flow notch in the bottom of the channel. The bottom of the low flow notch shall be the grade of the ditch as shown on the profiles. The notch shall be 200mm to 300mm deep with a 300mm top width. The low flow notch is not to be seeded and can meander along the main channel bottom provided it remains at least 400mm from the main channel toes.

E.54 POLLUTION

The Contractor shall keep their equipment in good repair. The Contractor or any lands shall not spill or cause to flow polluted material into the drain that is not acceptable to the Ministry of Environment. The local Ministry of Environment office shall be contracted if a polluted material enters the drain. The Contractor shall refill or repair equipment away from open water. If the Contractor causes a spill, the Contractor is responsible to clean-up the spill as directed by Ministry of Environment clean-up protocols.

E.55 SPECIES AT RISK

If a Contractor encounters a known Species At Risk designated by the MNR or DFO, the Contractor shall notify the Engineer immediately and follow the Ministry's guidelines to work around the species.

F.1

STANDARD SPECIFICATIONS

FOR

OPEN DRAINS

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F.1.3 Construction

F.1.1 DESCRIPTION

Work under this item shall include the supply of labour, equipment and materials required for: clearing of trees, roots and debris within the working area, channel excavation to the cross-section specified, leveling or disposal of all excavated material (spoil) as directed, remove and replace all fences as required, installation of all road and laneway crossings required, reconstruction of all intercepted drains as required, installation of riprap protection required and any other items indicated in the Schedule of Tender Prices or specified in the Special Provisions as being part of the Open Portion.
Special Provisions take precedence over this Standard Specification.

F.1.2 MATERIALSA) Corrugated Steel Pipe

Corrugated Steel Pipe (CSP) shall be according to OPSS 1801 (CSA G401).
Unless stated otherwise in the Special Provisions the pipe shall be:

- galvanized
- helical corrugation with lock seam and re-rolled annular ends
- 68mm x 13mm corrugation profile for diameters up to 1200mm
- 125mm x 25mm corrugation profile for diameters 1200mm and larger
- minimum wall thickness of 1.6mm for diameters up to 500mm
- minimum wall thickness of 2.0mm for diameters 600mm and larger
- standard couplers matching the pipe diameter and material

Other coatings that may be specified included aluminized Type 2 or polymer.
Polymer coating shall be a 254mm polymer film laminated to both sides of the pipe.

B) Plastic Pipe

Plastic Pipe shall be a high density polyethylene (HDPE) double wall corrugated pipe with smooth inner wall, solid with no perforations.

Material specification as per OPSS 1840 (CSA B182.8).

Unless specified otherwise in the Special Provisions:
320 kPa stiffness and soil tight couplers

C) Concrete

Concrete shall be twenty (20) mega Pascal (mpa) concrete premixed.

D) Stone for Riprap

Riprap stone is to be graded, heavy angular stone (quarry stone is recommended) with particles averaging in size from 225mm to 300mm. Smaller stone particles can be included to fill voids.

The stone is to be free of earth materials or any other rubbish or debris.

F.1.3 CONSTRUCTIONA) Excavation

The bottom width and the side slopes of the ditch shall be as shown on the profile drawing. If the channel cross-section is not specified in the Special Provisions it shall be a 1m bottom width with 1.5m horizontal to 1m vertical (1.5:1) bank slope. At locations along the drain where the specified side slopes change there shall be a transitional length of not less than 5m between the varying side slopes. At locations along the drain where the specified bottom width changes there shall be a transitional length of not less than 10 : 1 (5m length to 0.5m width differential). In all cases there shall be a smooth transition between a change in any part of the channel cross-section. Where the bottom width of the existing ditch is sufficient to permit the required specified bottom width excavation shall be completed without disturbing existing banks unless brushing the bank slopes is specified in the Special Provisions.

B) Profile

The profile shows the grade line for the bottom of the ditch. The slope for the grade line is shown as a percentage which is the slope drop in metres per 100 metres (eg 0.15% = 0.15m drop over 100m). Cuts may be shown on the profile from the existing top of bank and/or from the existing ditch bottom to the new ditch bottom. These cuts are shown for the convenience of the Contractor and are not recommended for grade control.

Benchmarks are identified on the profile drawing. The Engineer will confirm all benchmark elevations prior to construction and may set other benchmarks or grade control points if required. Accurate grade control must be maintained by the Contractor during ditch excavation. The ditch bottom elevation should be checked every 50 metres and compared to the elevation on the profile.

A variation of greater than 25mm above the design grade line may require re-excavation. Excavation below design grade up to 150mm is recommended so that sediment accumulation during or following excavation will not place the ditch bottom above the design grade at completion. Under some circumstances the Engineer may direct that over excavation greater than 200mm will have to be backfilled. No additional payment if backfilling is required for over excavation.

C) Line

The drain shall be constructed in a straight line as shown on the drawings or shall follow the course of the existing ditch. The Contractor shall contact the Engineer before removing any bends or irregularities on the existing course of the drain. All curves shall be made with a minimum radius of 15m.

D) Excavated Material

Excavated material (spoil) shall be deposited on either or both sides of the drain within the specified working area as directed in the Special Provisions. The Contractor shall verify the location for the spoil with each landowner before commencing work on their property. If not specified spoil shall be placed on the low side of the ditch or opposite trees and fences. The spoil shall be placed a minimum 1m from the top of the bank, either existing or new. No excavated material shall be placed in tributary drains, depressions, or low areas which direct or channel water into the ditch so that no water will be trapped behind the spoil bank. Swales may be required through the leveled or piled spoil at approximately 60m intervals to avoid trapping water behind the spoil bank.

The excavated material shall be placed and leveled to a maximum depth of 300mm; unless otherwise instructed. If excavating more than 450mm the contractor shall strip the topsoil, separate and level the spoil, then level the existing topsoil on top of it, on the same side(s), unless stated otherwise in the Special Provisions. The edge of the spoil bank away from the ditch shall be feathered down to existing ground. The edge of the spoil bank nearest the ditch shall have a maximum slope of 2:1. The material shall be leveled such that it may be cultivated with ordinary equipment without causing undue hardship on farm machinery and farm personnel.

Wherever clearing is necessary prior to leveling, the Contractor shall remove all stumps and roots unless the Contractor obtains written permission from the affected landowner to cover stumps and roots with spoil. No excavated material shall cover any logs, brush or rubbish of any kind. Large stones or boulders in the leveled spoil that are heavier than 15 kg shall be moved to the edge of the spoil bank nearest to the ditch but in general no closer than 1m to the top of bank.

If the Special Provisions do not make any reference to lateral channels that outlet into the ditch being worked on then the lateral channel is to be cleaned out for 10m upstream from the main ditch to taper out any grade difference. No additional payment for this work.

Where it is specified to straighten any bends or irregularities in the alignment of the ditch or to relocate any portion of an existing ditch, the excavation from the new cut shall be used for backfilling the original ditch. Regardless of the distance between the new ditch and old ditch, no additional payment will be allowed for backfilling the existing ditch.

The Contractor shall contact the Engineer if a landowner indicates in writing that spoil on the owner's property does not need to be leveled. The Engineer may release the Contractor from the obligation to level the spoil and the Engineer shall determine the credit to be applied to the Contractor's payment. No additional compensation is provided to the owner if the spoil is not leveled.

The Engineer may require the Contractor to obtain written statements from any or all of the landowners affected by the leveling of the spoil. Final decision on whether or not the leveling of spoil meets the specification shall be made by the Engineer.

E) Excavation at Existing Bridge and Culvert Sites

The Contractor shall excavate the drain to the specified depth under all bridges and to the full width of the structure unless specified otherwise in the Special Provisions. Temporary bridges may be removed and left on the bank of the drain. Permanent bridges must, if at all possible be left intact. All necessary care and precautions shall be taken to protect the structure. In cases where the design grade line falls below the top of footings, the Contractor shall take care to not over-excavate below the grade line. The Contractor shall notify the Engineer if excavation of the channel exposes the footings of the bridge or culvert, so the Engineer can make an evaluation.

The Contractor shall clean through all pipe culverts to the grade line and width specified on the profile. The Contractor shall immediately contact the Engineer after a culvert cleanout if it is found that the culvert bottom is above the grade line or where the structural integrity of the culvert is questionable.

F) Bridges and Culverts

The size and material for any new ditch crossings shall be as outlined in the Special Provisions. Refer also to General Condition E.32 for installation specifications. Any crossings assembled on-site shall be assembled in accordance with the manufacturer's specifications.

If directed on the drawings that the existing crossing is to be salvaged for the owner the Contractor shall carefully remove the existing crossing and leave along the ditch or haul to a location as specified by the owner. If the existing crossing is not to be saved then the Contractor shall remove and dispose of the existing crossing. Disposal by burying on-site must be approved by the Engineer and the owner.

All new pipe crossings shall be installed at the invert elevations as specified on the Profile, usually a minimum of 50mm below design grade, not as-constructed grade. If the ditch is over excavated greater than 200mm the Contractor shall confirm with the Engineer the elevations for installation of the new pipe crossing.

When an existing crossing is being replaced the contractor shall save all granular and riprap. New crossings can be backfilled with compacted on-site native material that is free of large rocks or stones. Contractor responsible for any damage to a culvert pipe as a result of rocks or stones in the backfill.

All new crossings shall have the following minimum specifications:
6m laneway width with 1:1 end slopes
300mm pipe cover with 150mm Granular A (saved or imported) for surface restoration
Granular surface to extend from top of bank to top bank and shall be part of the contract price.

Installation of private crossings during construction must be approved by the Engineer.

G) Riprap Protection for Culverts

Where riprap protection is called for at either or both ends of a new culvert, such riprap shall be in accordance with General Condition E.40. Riprap to be adequately keyed in along the bottom of the slope. Riprap to extend to top of pipe or as directed on the Drawings. No riprap is required in the ditch bottom on the upstream side of a crossing. If riprap is required in the ditch bottom on the downstream side of a crossing it shall be specified on the Drawings. Any new end face slope not protected by riprap shall be seeded as per specifications for ditch bank seeding.

H) Obstructions

All trees, brush, fallen timber and debris shall be moved from the ditch cross-section and to such a distance on each side to eliminate any interference with the spreading of the spoil. The roots shall be left in the banks if no bank excavation is required as part of the new channel excavation. In wooded or heavily overgrown areas all cleared material may be pushed into piles or rows along the edge of the cleared path and away from leveled spoil. All dead trees along either side of the drain that may impede the performance of the drain if allowed to remain and fall into the ditch, shall be removed prior to excavation and put in piles, unless directed otherwise by the Engineer.

I) Moving Drains off Roads

Where a ditch is being removed from a road allowance, it must be reconstructed wholly on the adjacent farmland with a minimum width of 1 metre on the roadway side of the ditch, unless otherwise noted on the drawings. The excavated material shall be used to fill the existing open ditch and any excess excavated material shall be placed and levelled on the adjacent farmland. Any work done on the road allowance, with respect to excavation, disposal of materials, installation of culverts, cleaning under bridges, etc., shall be to the satisfaction of the Road Authority. If it is necessary to haul materials away, additional payment will be provided unless described on the plan.

J) Tile Outlets

The location of all existing tile outlets may not be shown on the profile for the drain. The Contractor shall contact each owner and ensure that all tile outlets are marked prior to commencing excavation on the owner's property. If a marked tile outlet is damaged during or altered due to construction, the Contractor shall repair or replace the damaged or altered outlet as part of the Contract. If an existing outlet pipe requires replacement the Contractor shall confirm the replacement outlet pipe with the Engineer. Additional payment will be allowed for the repair or replacement of any unmarked tile outlets encountered during excavation. Where riprap protection exists at any existing tile outlet such protection shall be removed and replaced as necessary to protect the outlet after reconstruction of the channel.

If any outlet becomes plugged as a result of construction, the Contractor shall be obligated to free such outlet of any impediments. Where any damage results to tile leading to and upstream of the outlet, as a consequence of such construction, the Engineer may direct the Contractor to repair such tile and shall determine a fair compensation to be paid to the Contractor for performing the work.

K) Completion

At the time of final inspection, all work in the contract shall have the full dimensions and cross-sections specified.



F.2

STANDARD SPECIFICATIONS

FOR

TILE DRAINS

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F.2 STANDARD SPECIFICATIONS FOR TILE DRAINS

F.2.1 DESCRIPTION

Work under this specification will consist of supplying, hauling, laying and backfilling subsurface drainage conduit with the conduit materials as described on the drawings and in the location, depth and invert grade as shown on the Drawings. In this specification the word "tile" will apply to all described conduit materials. Lengths are in millimeters (mm) and meters (m).

The work shall include the supplying of all labour, tools, equipment and extra materials required for the furnishing and laying of the tile; the excavation and backfilling of the trenches; the hauling, handling, placing and compaction of the excavated material for backfill, the loading, hauling, handling and disposal of surplus excavation material; the removal and replacing of topsoil and sod where required by the Engineer.

All existing laterals crossed by the new line shall be reconnected in an approved manner. Either special manufactured connections or junctions shall be used or an approved method of sealing joints with mortar or filter cloth as approved by the Engineer. The Contractor shall also construct catchbasins, junction boxes and other types of inlet structures where directed by the Engineer.

Except where complete removal of an existing pipe is required by new construction, existing pipes to be abandoned shall be plugged/sealed up for a distance of 300mm with suitable concrete or mortar to the full satisfaction of the Engineer.

F.2.2 MATERIALS

A) CONCRETE DRAIN TILE

Concrete drain tile shall conform to the requirements of the most recent ASTM C412 specifications for heavy duty extra quality. All tile furnished shall be subject to the approval of the Engineer.

The minimum nominal lengths of the tile shall be 300mm for 150 & 200mm diameter tile, 600 mm for 250 to 350mm diameter tile and 1200mm for 400 to 900mm diameter tile.

All tile should be of good quality, free from distortions and cracks and meet the standards specified. The ends should be smooth and free from cracks or checks. All rejected tile are to be immediately removed from the site.

Granular backfill, where required, shall consist of approved sand or gravel having no particles retained on a screen having 50mm square openings.

Earth backfill shall consist of approved material having no large lumps or boulders.

B) CORRUGATED PLASTIC TUBING

Corrugated plastic tubing shall conform to the *Land Improvement Contractors of Ontario Standard Specification for Corrugated Plastic Drainage Tubing, 2006*. Type of material (solid or perforated) and need for filter sock will be specified on the Drawings or in the description of the work in the Special Provisions. Filter sock where specified shall be a standard synthetic filter material as provided by a recognized plastic tubing manufacturer

unless noted differently on the contract drawings or elsewhere in the contract document. Protect coils of plastic tubing from damage and deformation.

C) CORRUGATED METAL PIPE

Corrugated metal pipe shall comply with AASTHO Specification M-36 and shall be to the U.S. Standard gauges indicated on the Drawings. Unless otherwise specified, the pipe shall have a standard 60 gram galvanized coating.

D) PLASTIC SMOOTH WALL PIPE (HIGH DENSITY POLYETHYLENE) (HDPE)

- i) HDPE smooth walled pipe shall be solid with no perforations
- ii) Meet or exceed the cell classification 424420C as defined in ASTM D3350
- iii) A minimum stiffness of 320 KPa at 5% deflection in accordance of ASTM D2412
- iv) Shall meet the CSA D182.8-11 standard for thermoplastic drain
- v) Shall have a manning n of 0.010
- vi) The pipe shall be joined with snap-on or split couplers
- vii) Shall have a minimum of 300mm clean backfill with no organic matter, 150mm to 300mm of topsoil on top of the backfill

E) CONCRETE SEWER PIPE

- i) Non-reinforced concrete sewer pipe shall be used up to 375mm in diameter and shall comply with ASTM Specification C 14, extra strength.
- ii) Reinforced concrete sewer pipe shall be used for pipe 375mm and larger and shall comply with ASTM Specification C 76, with "B" wall. Classes shall be as shown on the contract drawings and as described in the Form of Tender. No elliptical reinforcing will be permitted.
- iii) All concrete sewer pipe shall have rubber-type gasket joints meeting ASTM Specification C 443.
- iv) Concrete shall be 20 mPa concrete premixed.
- v) Where concrete sewer pipe are permitted, the pipe should exhibit no damages or cracks on the barrel section and shall be capable of satisfying the crushing strength requirements for Pipe Specifications (C 14 or C 76). The pipe may contain cracks or chips in the bell or spigot which could be serious enough to prevent the use of rubber gaskets but which are not so severe that the joint could not be mortared or protected with filter cloth.

F.2.3 CONSTRUCTION

A) OUTLET

A tile drain outlet into a ditch or creek shall be protected using a 6m length of rigid pipe with a hinged grate for rodent protection. Maximum spacing between bars on rodent grate shall be 50mm. Material for rigid pipe will be specified in the Special Provisions. Heavy duty plastic pipe (HDPE) with smooth wall inside is preferred. The joint between the rigid pipe and the tile drain shall be wrapped with filter fabric. All outlets will be protected with rock riprap to protect the bank cut and as a splash apron. In some locations riprap may also be required on the bank opposite the outlet. The quantity of riprap required will be specified in the Special Provisions.

B) LINE

The Engineer will designate the general location of the new drain, but the landowner may indicate a revised location if approval is given by the Engineer. Where a change in alignment is required that is not accommodated in a catchbasin, junction box or similar structure the alignment change shall run on a curve with a radius not less than the minimum installation radius specified for the tile material. The Special Provisions will provide instructions on achieving the alignment change if the radius of the curve is less than 15m.

The Contractor shall exercise care to not disturb any existing tile drains which parallel the course of the new drain, particularly where the new and existing tile act together to provide the necessary capacity. Where an existing tile is disturbed or damaged the Contractor shall perform the necessary correction or repair with no additional compensation.

NOTE: It is the Contractor's responsibility to ascertain the location of, and to contact the owners of all utility lines, pipes and cables in the vicinity of drain excavations. The Contractor shall be completely responsible for all damages incurred.

C) GRADE CONTROL

Benchmarks are identified on the profile drawings. The Engineer will confirm all benchmark elevations prior to construction. Tile is to be installed to the elevation and grade shown on the profiles. Accurate grade control must be maintained by the Contractor at all times during tile installation. The tile invert elevation should be checked every 50m and compared to the elevation on the profile.

D) VARIATION FROM DESIGN GRADE

No reverse grade will be allowed. A small variation in grade can be tolerated where the actual capacity of the drain exceeds the required capacity. The constructed grade should be such that the drain will provide the capacity required for the drainage area. Constructed grade should not deviate from design grade by more than 15% of the internal diameter for drain sizes greater than 200mm. Such allowable deviations must occur gradually, over a distance of not less than 10m.

E) INSTALLATION – CONCRETE DRAIN TILE & CORRUGATED PLASTIC TUBING

Tile shall be installed by a wheel trencher unless an alternate method of construction is noted on the Drawings. Digging of the trench shall start at the outlet end and proceed upgrade. The location and grade shall be as shown on Drawings but shall be liable to adjustment or change by the Engineer on site with no additional cost allowed except where the change involves increased depth of cut beyond the limitation of the wheel trencher in use at the time of the change. The trench width measured at the top of the tile should be at least 150mm greater than the tile diameter.

The bottom of the trench is to be cut accurately to grade and shape. Where hard shale, boulders or other unsuitable bedding material is encountered, the trench shall be excavated to 75mm below grade and backfilled with granular material compacted to a shaped, firm foundation. If the trench is overcut below the proposed grade, it is to be backfilled with granular material to the correct grade and compacted to a shaped, firm foundation.

Where the depth for the tile installation exceeds the depth capacity of the wheel trencher the Contractor shall excavate a trench of sufficient depth so that the wheel trencher can install the tile at the correct depth and grade. The tender price shall include the cost of the additional excavation and backfilling and stripping and replacing topsoil over the trench.

Topsoil shall be stripped, separated and stockpiled for later reuse over trench backfill. Where excavation is across a residential lawn sod over the trench shall be cut, lifted and replaced in a workmanlike manner or new sod laid to match pre-construction conditions.

E.1) BED OF TILE

The bottom of the trench should be rounded so that the tile will be embedded in undisturbed soil or in a compacted bed at least for 10% of its overall height.

E.2) LAYING TILE

All tile shall be laid to a true line and grade. Accurate grade control must be constantly maintained during installation. Installation should begin at the lowest end of the line and proceed up grade. The inside of the tile is to be kept clean during installation. All soil and debris should be removed before the next tile is laid. Directional changes can be made without fittings or structures provided the centre-line radius of the bend is not less than 15m radius. The tiles are to be beveled, if necessary, to ensure close joints on all bends. Maximum spacing at joints between tiles should be about 3mm. All tile joints and connections with other pipe materials are to be fully and tightly wrapped with a minimum 300mm width of geotextile drain wrap (Terrafix 200R or equivalent) or coupled to the tile. A 150mm overlap on top is required. No additional payment will be made for joint wrapping.

At each work stoppage, the exposed end of the tile shall be covered by a tight fitting board or metal plate. No installed tile shall be left exposed overnight.

Any tile damaged, plugged or not laid true to line or grade during construction shall be replaced or repaired at the Contractor's expense.

E.2.1) INSTALLATION - Corrugated Plastic Tubing

Corrugated plastic tubing shall be installed by a drainage plow unless an alternate method of construction is noted on the Drawings. Drainage plow equipment should construct a smooth bottomed opening in the soil and maintain the opening until the tubing is properly installed. The size of the opening in the soil should conform closely to the outside diameter of the tubing.

For other installation methods proper bedding and backfill is required to maintain the structural integrity of the plastic tubing so that surface and earth loads do not deflect the tubing by more than 20% of its nominal diameter.

For all installation methods:

- the plastic tubing should not be stretched by more than 7% of its normal length
- protect tubing from floating off grade when installing in saturated soil conditions
- directional changes can be made without fittings provided the centre-line radius of the bend is not less than five times the tubing diameter

E.2.2) INSTALLATION - Concrete Sewer/HDPE Pipe

Where the contract requires the use of concrete sewer or HDPE pipe the Contractor shall place same by either excavating the trench with a tiling machine and recessing the bells or by excavating the trench with a backhoe and shaping by hand the bottom of the trench to receive and support the pipe and barrel over 50% of its diameter. Where backhoe methods are used, topsoils shall be stripped, saved and replaced separately. Loose materials used for blinding concrete or HDPE pipe drains shall also be used as bedding around the sewer pipe and to 300mm above it. This loose backfill shall be tamped around the pipe by backhoe bucket or similar if directed by the Engineer. Backfill above the blinding materials is to be done in accordance with the Backfilling Specifications included herein.

If any connection is to be made to the concrete sewer/HDPE pipe the method of connections provided elsewhere in this specification shall also apply.

If any joints due to cracks, chips or due to alignment irregularities are sufficiently open that, in the opinion of the Engineer, grounds could enter the drain, the Contractor shall seal the joint with a geotextile similar to drain wrap or with mortar as directed by the Engineer.

E.3) BACKFILLING

As soon as tile are placed and inspected, they shall be blinded by covering them to a depth of 150mm to 300mm with clean native soil with no organic matter. All tile should be blinded by the end of the day's work to protect and hold them in place against disturbances. On steep grades or where the topsoil contains fine sand, use heavier soil from the sides of the trenches in blinding. No sand or sandy soil shall be placed directly on or around tile.

Backfilling of the trench should be completed soon after tile are blinded but not until tile have been inspected by the Engineer. The tile shall be backfilled such that a sufficient mound of backfill is placed over the trench to ensure that no depression remains after settling occurs in the backfill. Stripped topsoil shall be spread over the backfill to a depth of 150mm to 600mm. Across laneways and roadways backfill is to be compacted. Top 600mm of backfill shall be approved granular material. The upper 300mm shall be crushed gravel.

F) TILE CONNECTIONS

All lateral drains encountered along the route of the new tile drain are to be connected to the new drain if the intercepted tile are clean and do not contain polluted water. Lateral drains that are full of sediments or contain polluted waters will be addressed by the Engineer at the time of construction. All lateral drains are to be connected to the new tile using a pipe material and size that will provide the same flow capacity as the existing lateral drain unless a different connection is described in the Special Provisions. Corrugated plastic tubing can be used for all tile connections. Tubing can be solid or perforated, filter sock is not required. Contractor is responsible for installation and backfilling to maintain structural integrity of the plastic tubing. Where possible manufactured "T", "Y" or elbow fittings should be used for connections. If an opening is cut into the new tile any gaps or voids around the connection shall be sealed with mortar or geotextile. The lateral connection material shall not protrude more than 25mm beyond the inside wall of the new tile.

All connections that are described in the Special Provisions are considered to be part of the original Contract price. For all other connections the Contractor will be paid \$50.00 per connection for labour, equipment and material on connections up to 150mm in diameter and up to 3 metres in length. Connections over 3 metres and greater than 150mm in diameter will be paid at \$8.00 per metre of connection with material cost extra. The Contractor must list all connections on the lateral connection summary sheet included with the Form of Tender in order to qualify for payment. The lateral connection sheet describes all tile encountered based on location (station), side of trench, size and type of tile and approximate length and type of material used for the connection. All tile connections approved for payment will form part of the final cost of the drain. The estimated cost contains a contingency allowance that may be applied in part for connecting tiles encountered during construction.

G) STONES AND ROCK

The Contractor shall immediately contact the Engineer if boulders of sufficient size and number are encountered such that installation by wheel trencher cannot continue. The Engineer may direct the Contractor to use some other method of excavating to install the tile. The basis of payment for such extra work shall be determined by the Engineer. All large stones or boulders heavier than 15 kg removed during excavation and that remain after backfilling shall be disposed of by the Contractor in an appropriate manner. No additional payment for excavating, burying, or hauling this rock will be provided.

H) BRUSH, TREES AND DEBRIS

The contract is to include the removal of all excavation of whatever nature, disposal of materials, removal and cutting of all brush, removal of roots, supplying all labour and completing the whole work in accordance with the plan, profile and this specification. Any trees, necessarily removed, are to be left for the owner of the property on which they are found. Additional payment will be made for sawing up and brushing of scattered trees where directed by the Engineer. Where, in the opinion of the Engineer, the drain or proposed location of the drain is heavily overgrown with trees and brush the Contractor will use a bulldozer or other equipment to clear a minimum width of 30m centered on the tile alignment. The resulting debris shall be placed in a windrow where directed by the Engineer and left for disposal by the owner. Where roots may interfere with the new drain all such roots shall be grubbed and placed in a separate windrow or pile convenient for disposal by the owner. If the Drawings require grubbing, all roots will be removed in the 30m width as well. No additional payment will be made for such work.

I) SUBSOIL INSTABILITY

If poor subsoil conditions are encountered during tile installation by wheel trencher an attempt shall be made to install the tile with a continuous geotextile underlay in the trench (in addition to the joint wrapping). The cost of the underlay, if approved by the Engineer, will be paid as an extra. If the continuous geotextile underlay is not sufficient then the tile will be installed by backhoe or excavator on a bedding of 19mm clear crushed stone (300mm depth) to achieve trench bottom stability for the new tile. If approved, the work will be paid based on the unit price provided on the Form of Tender and the quantity of stone shall be supported by weigh tickets and the supplier's invoice. The unit price shall include the cost of saving and replacing topsoil and supplying and placing of the stone. The quantity of stone supplied shall be supported by weigh tickets and the suppliers invoice. If the subsoil is a fine grained soil it may necessary to place the stone on a geotextile with the geotextile then wrapped over the stone before laying the tile.

Additional payment will be allowed for the supplying and installing geotextile.

J) BROKEN OR DAMAGED TILE

The Contractor shall dispose of all damaged or broken tile and broken tile pieces off-site.

K) EXCESS TILE

All excess tile shall be removed from the job site.

L) CATCHBASINS

The use of HDPE, steel or concrete catchbasins is permitted unless stated otherwise on the Drawings. All catchbasins shall have minimum inside dimensions matching the dimensions shown on the Drawings. Contractor is responsible for ordering catchbasins to match the inlet and outlet connections and top elevations required by the Special Provisions and the Drawings.

HDPE catchbasins shall be manufactured by Ideal Pipe, Hancor or approved equivalent. Steel catchbasins shall be Agri Drain Heavy Duty Steel Catch Basin or approved equivalent. HDPE and steel catchbasins shall be supplied with integral stubouts fabricated by the manufacturer and sized according to the pipe connections shown on the Drawings.

Precast catchbasins shall be manufactured by Coldstream Concrete or equivalent. Minimum wall thickness for catchbasins without reinforcement is 150mm and with reinforcement 100mm. The joints between precast catchbasin sections shall be protected with geotextile to prevent soil material from entering into the catchbasin. Joint protection using mortar or water tight barrier is also acceptable. Cast-in-place catchbasins shall be in accordance with OPSD 705 and as further specified on the Drawings and must be approved by the Engineer prior to construction. All tile or pipe connected to concrete catchbasins shall be mortared or secured in place so that no gaps remain at the connection. Mortar is to be applied on both the inside and outside wall surfaces.

All ditch inlet top catchbasins shall have 2:1 grate slope unless specified differently on the Drawings. Grates are to be birdcage grates as manufactured by Coldstream Concrete or approved equal unless specified otherwise on the Drawings. All grates to be secured with stainless steel hardware.

Backfill around all new catchbasins is recommended to be 19mm clear crushed stone to avoid future settlements. The Contractor shall be responsible backfilling all settlement areas around catchbasins during the contract warranty period. No additional payment will be provided for adding backfill to settlement areas around catchbasins.

All catchbasin sumps to be fully cleaned by the Contractor after completion of drain installation and backfilling. Marker stakes as supplied by Coldstream Concrete or equal are to be placed beside each catchbasin unless specified otherwise on the Drawings.

M) JUNCTION BOXES

Junction boxes shall be to the same specification as above for catchbasins except that the junction box shall have a solid lid. The lid shall be a minimum of 125mm thick with wire mesh reinforcement and 2 lifting handles. The top of the junction box should have a minimum ground cover of 450mm.

N) RECOMMENDED PRACTICE FOR CONSTRUCTION OF SUBSURFACE DRAINAGE SYSTEMS

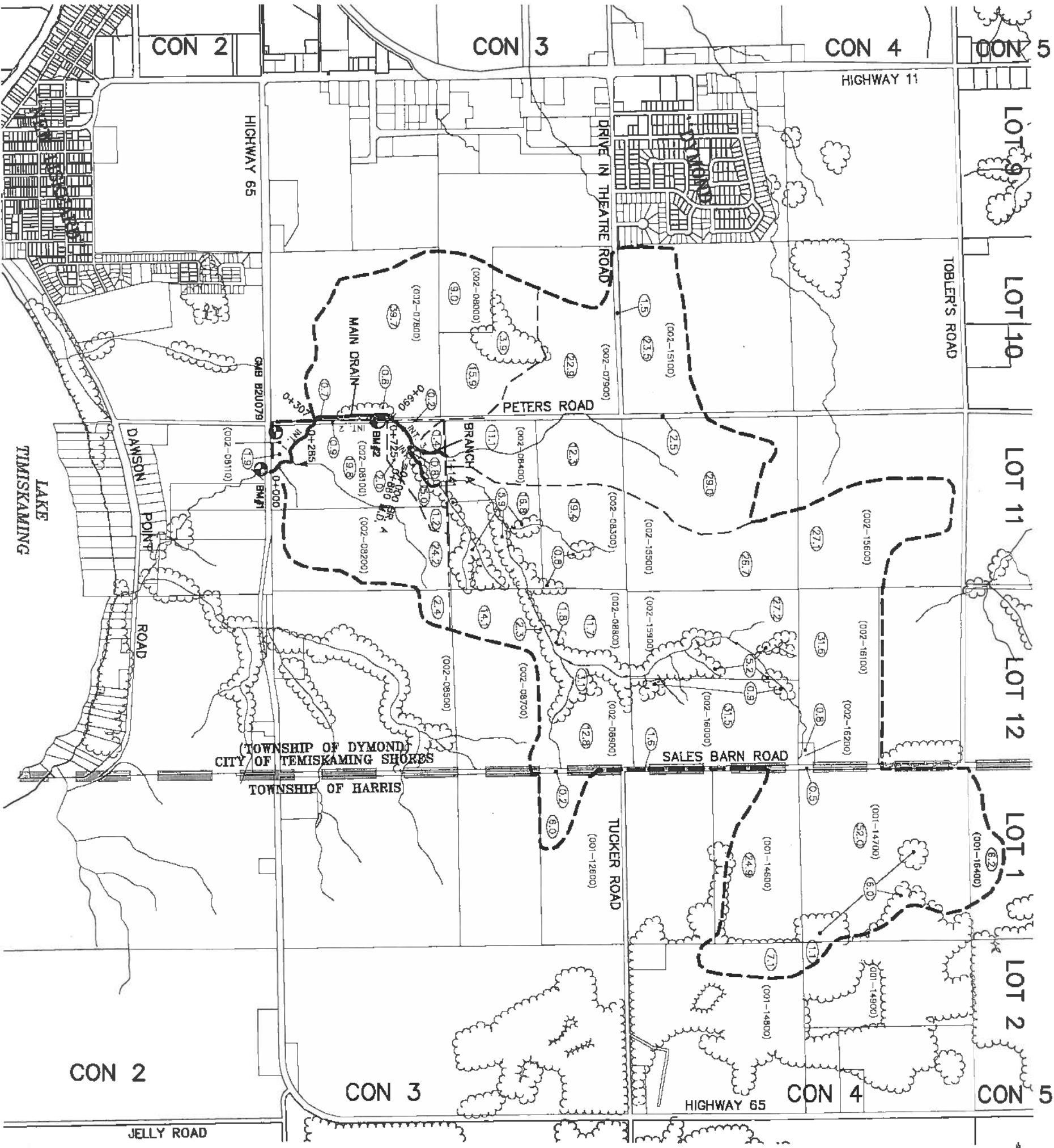
Sections 6 and 7 of the current version of the *Drainage Guide for Ontario*, OMAFRA Publication 29 shall provide a general guide to all methods and materials to be used in the construction of tile drains except where superseded by this Contract.

The licensing requirements of the *Agricultural Tile Drainage Installation Act, 1990* will not be applicable to this Contract unless specified otherwise by this Contract.

O) GRATES

All grates installed on tile larger than 600mm tile shall have 100mm spacing between the bars. For tiles smaller than 600mm the tile have 50mm spacing. The bars are to be made of a corrosion resistance material such as galvanized steel or plastic. The grate must be removal. The tile outlets must have a swing grate.





THE POSITION OF POLE LINES, CONDUITS, WATERMANS, SEWERS AND OTHER UNDERGROUND AND OVERGROUND UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND, WHERE SHOWN, THE ACCURACY IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES, AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.

BUILT
 CUT 'X' ON SOUTH END TOP CENTER OF EX. 1800mm DIA CONCRETE CULVERT ACROSS HWY. 65
 ELEV. 188.427

CON 2
 TOP OF CON PIPE WITH BRASS TABLET NE CORNER INTERSECTION HWY 65 AND PETERS ROAD IN FRONT OF H. BLAIS PROPERTY
 1.8m EAST OF JUNCTION WITH HWY 11B, 4.8m N OF E HWY ELEV. 194.583

BM#2
 SPIKE IN WEST SIDE OF H.P. # BRUEIC APPROX. 50m SOUTH OF STA. 0+872.6
 ELEV. 194.712

NOTE:
 - ALL ROLL NUMBERS IN THE TOWNSHIP OF DYMOND IN THE CITY OF TEMISKAMING SHORES BEGIN WITH 54-18-020 - IE 002-15500 IN FULL IS 54-18-020-002-15500
 - ALL ROLL NUMBERS IN THE TOWNSHIP OF HARRIS BEGIN WITH 54-14-000 - IE 001-12600 IN FULL IS 54-14-000-001-12600

PLAN LEGEND

- MAJOR WATERSHED
- INTERMEDIATE WATERSHED
- PROPOSED WORK OR INCORPORATION
- 0.3 --- APPROXIMATE HECTARES IN WATERSHED
- ☁ --- BUSH
- (002-08100) --- ASSESSMENT ROLL NUMBER
- INT. 1 --- INTERVAL AND NUMBER
- ⊕ **BM#2** --- BENCHMARK LOCATION AND NUMBER

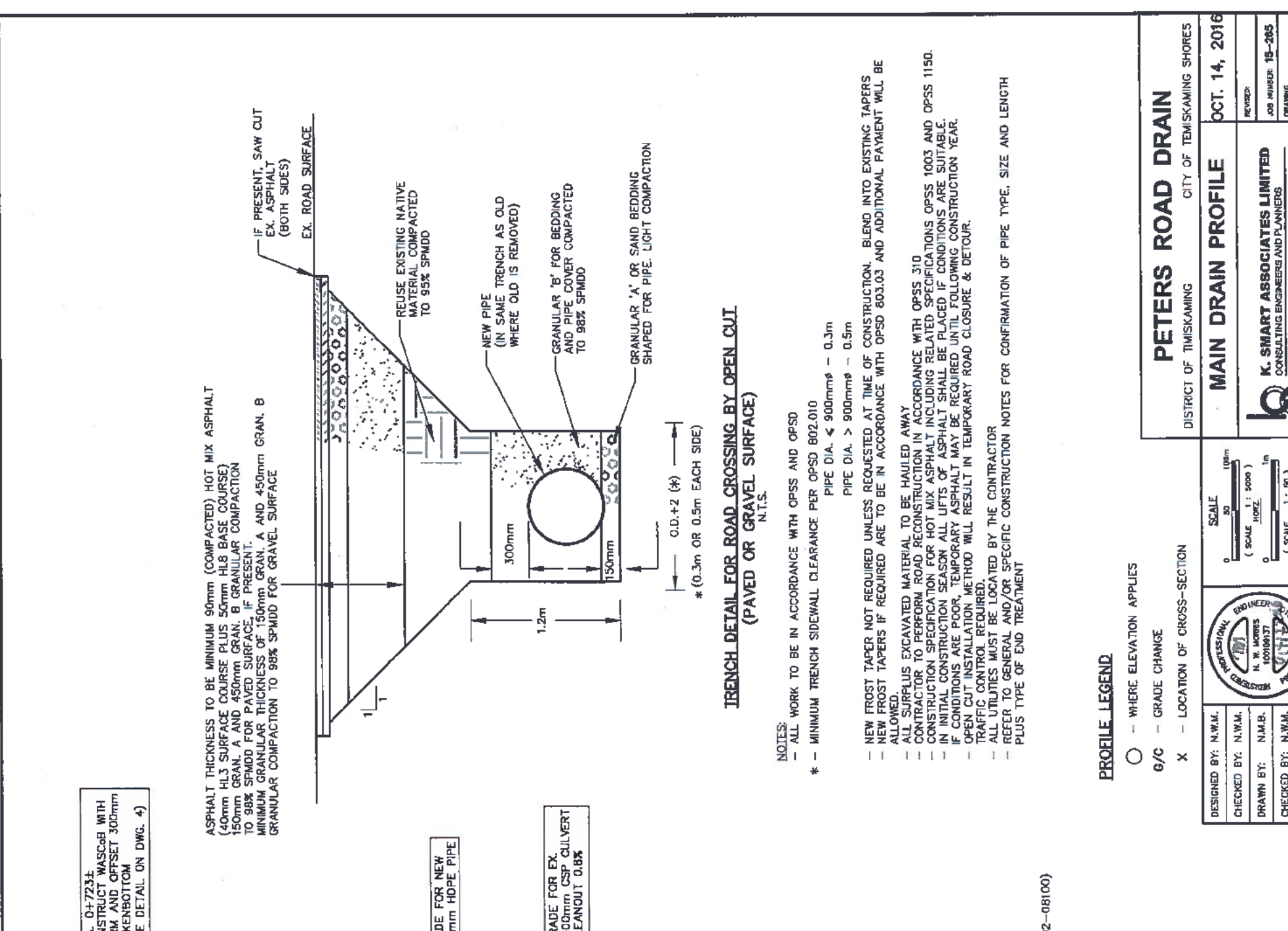
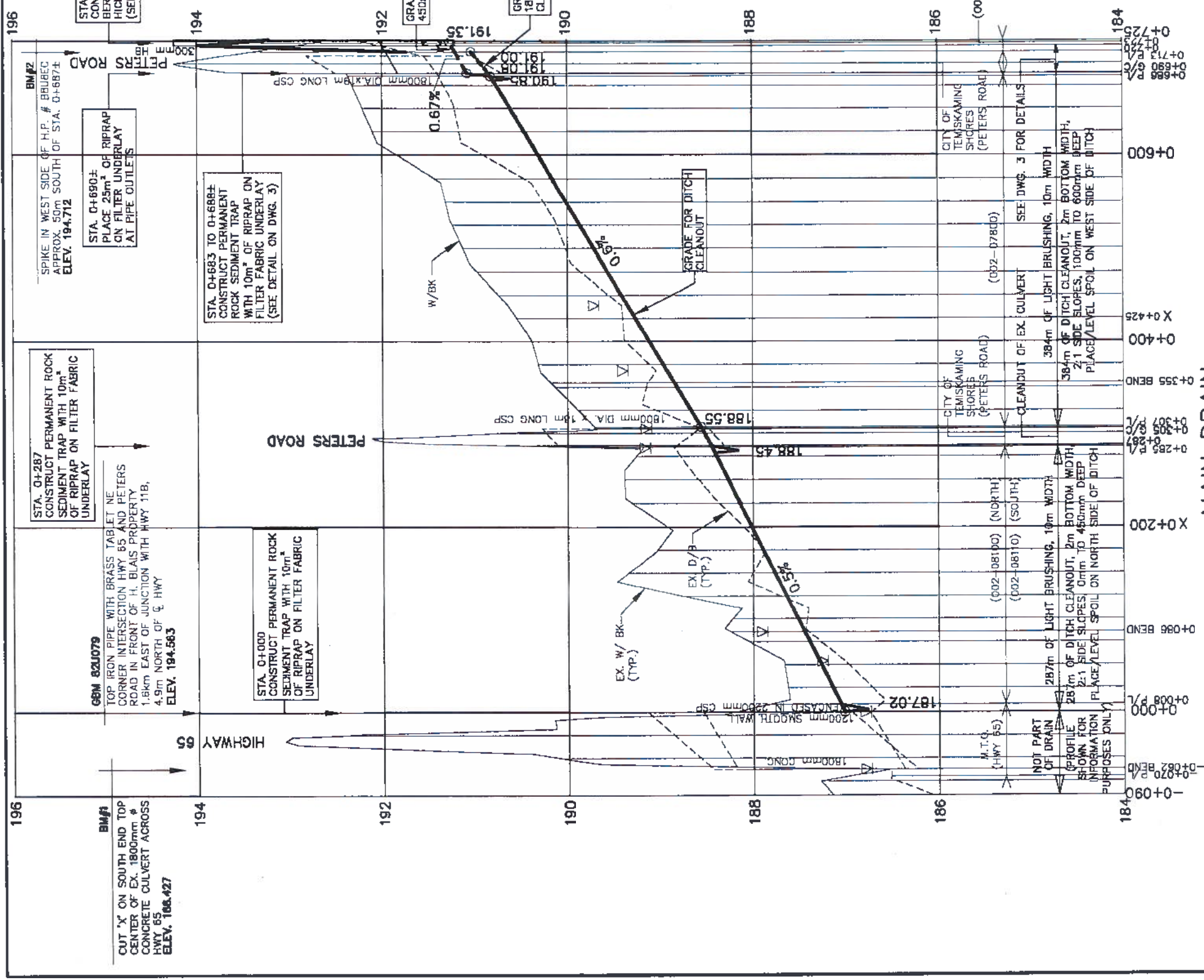
DESIGNED BY: N.W.M.
 CHECKED BY: N.W.M.
 DRAWN BY: D.C.P.
 CHECKED BY: N.W.M.

REGISTERED PROFESSIONAL ENGINEER
 H. H. MORRIS
 1001157
 PROVINCE OF ONTARIO

SCALE
 0 200 400
 (1:20,000
 ON 11"x17")

PETERS ROAD DRAIN
 WATERSHED PLAN
 CITY OF TEMISKAMING SHORES
 OCT. 14, 2016

K. SMART ASSOCIATES LIMITED
 CONSULTING ENGINEERS AND PLANNERS
 1 OF 7



**TRENCH DETAIL FOR ROAD CROSSING BY OPEN CUT
(PAVED OR GRAVEL SURFACE)**
N.T.S.

- NOTES:
- ALL WORK TO BE IN ACCORDANCE WITH OPSS AND OP5D
 - MINIMUM TRENCH SIDEWALL CLEARANCE PER OP5D 802.010
PIPE DIA. < 900mmφ - 0.3m
PIPE DIA. > 900mmφ - 0.5m
 - NEW FROST TAPER NOT REQUIRED UNLESS REQUESTED AT TIME OF CONSTRUCTION. BLEND INTO EXISTING TAPERS ALLOWED.
 - ALL SURPLUS EXCAVATED MATERIAL TO BE HAULED AWAY
 - CONTRACTOR TO PERFORM ROAD RECONSTRUCTION IN ACCORDANCE WITH OPSS 310
 - CONSTRUCTION SPECIFICATION FOR HOT MIX ASPHALT INCLUDING RELATED SPECIFICATIONS OPSS 1003 AND OPSS 1150.
 - IN INITIAL CONSTRUCTION SEASON ALL LIFTS OF ASPHALT SHALL BE PLACED IF CONDITIONS ARE SUITABLE.
 - IF CONDITIONS ARE POOR, TEMPORARY ASPHALT MAY BE REQUIRED UNTIL FOLLOWING CONSTRUCTION YEAR.
 - OPEN CUT INSTALLATION METHOD WILL RESULT IN TEMPORARY ROAD CLOSURE & DETOUR.
 - TRAFFIC CONTROL REQUIRED.
 - ALL UTILITIES MUST BE LOCATED BY THE CONTRACTOR
 - REFER TO GENERAL AND/OR SPECIFIC CONSTRUCTION NOTES FOR CONFIRMATION OF PIPE TYPE, SIZE AND LENGTH
 - PLUS TYPE OF END TREATMENT

PROFILE LEGEND

- - WHERE ELEVATION APPLIES
- θ/C - GRADE CHANGE
- X - LOCATION OF CROSS-SECTION

DESIGNED BY: N.W.M.
CHECKED BY: N.W.M.
DRAWN BY: N.M.B.
CHECKED BY: N.W.M.

SCALE
1:1000
1:500
1:80

PROFESSIONAL ENGINEER
REGISTERED
N.W. MOORE
CONSULTANT
PROVINCE OF ONTARIO

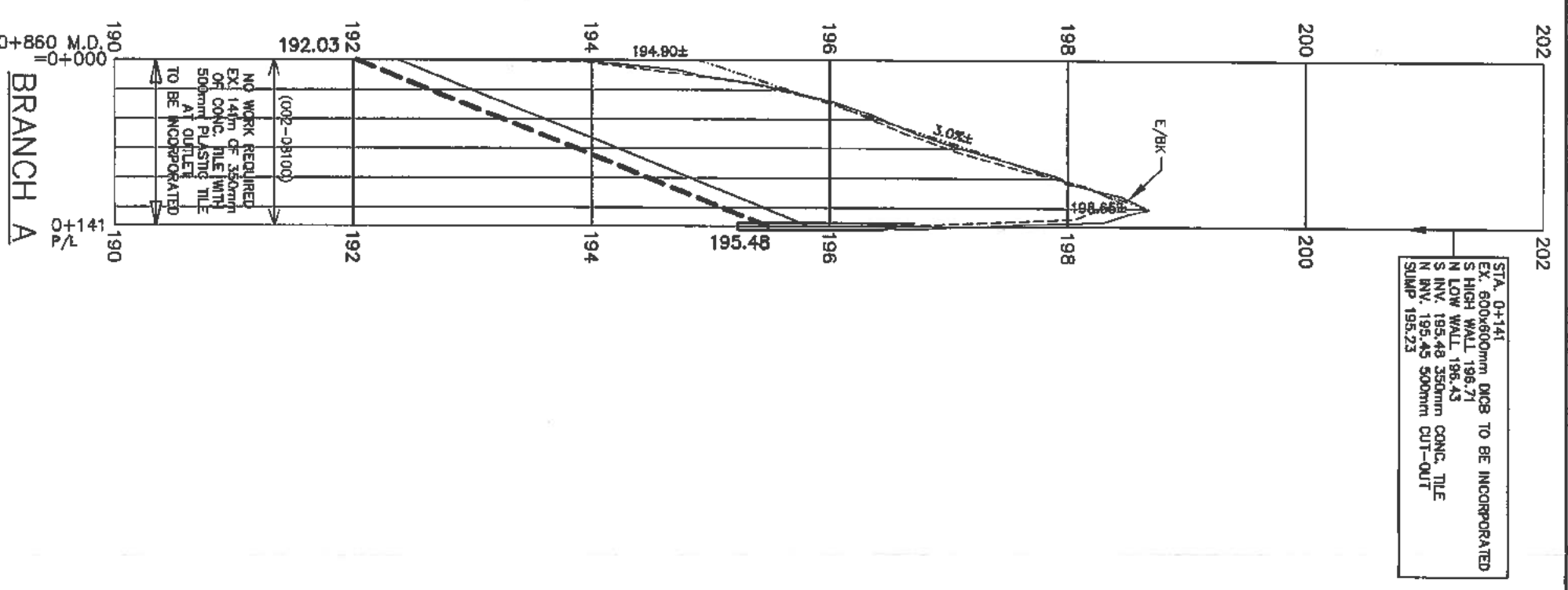
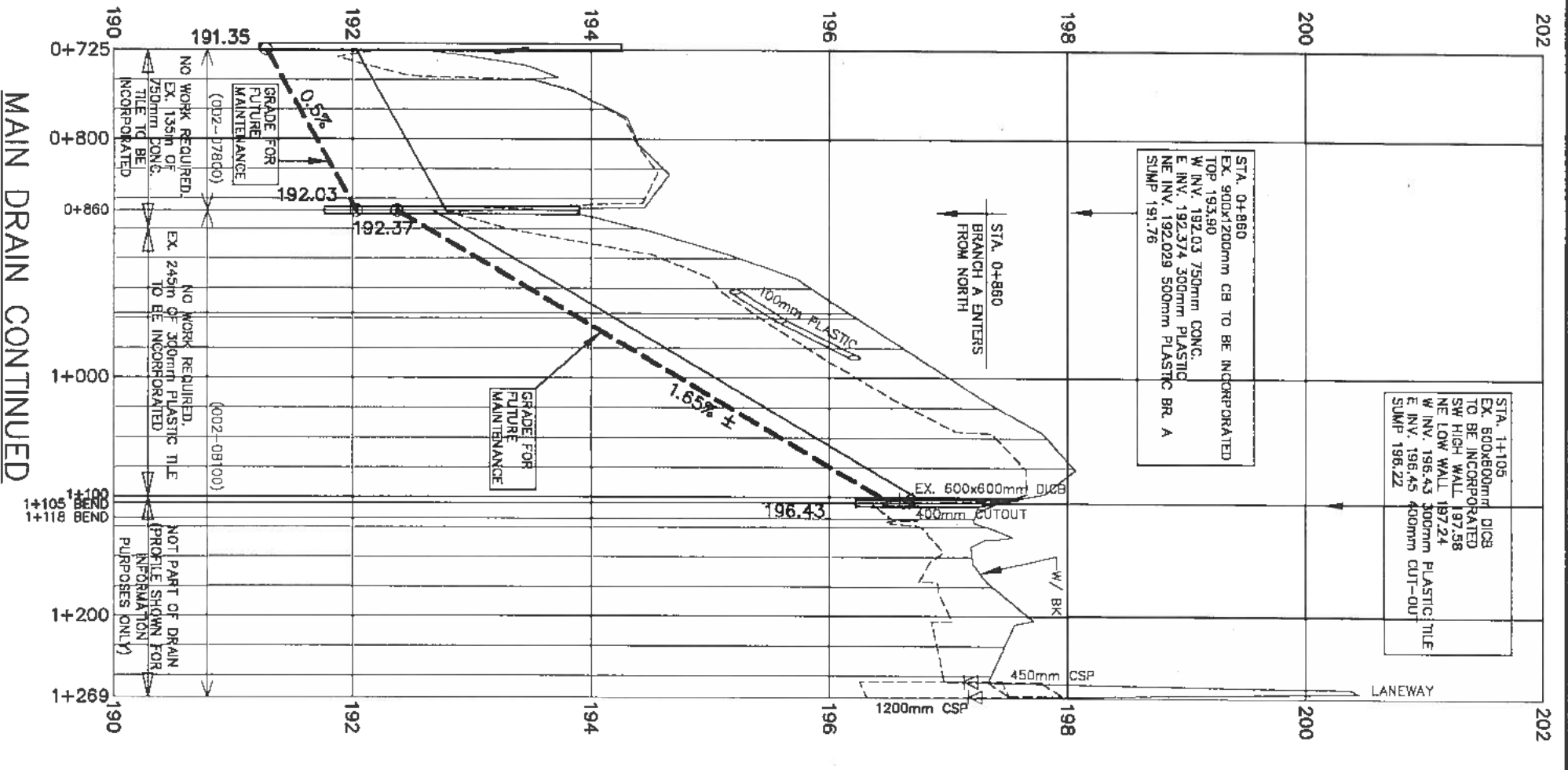
PETERS ROAD DRAIN
CITY OF TEMISKAMING SHORES

MAIN DRAIN PROFILE
OCT. 14, 2016

K. SMART ASSOCIATES LIMITED
CONSULTING ENGINEERS AND PLANNERS
KITCHENER

JOB NUMBER: 15-285
DRAWING: SURVEY
2 OF 7

MAIN DRAIN



PROFILE LEGEND

- - WHERE ELEVATION APPLIES
- g/c - GRADE CHANGE
- X - LOCATION OF CROSS-SECTION

DESIGNED BY: N.M.M.
 CHECKED BY: N.M.M.
 DRAWN BY: N.M.B.
 CHECKED BY: N.M.M.

PETERS ROAD DRAIN
 CITY OF TEMISKAMING SHORES

MAIN DRAIN PROFILE CONTINUED
BRANCH A PROFILE

OCT. 14, 2016

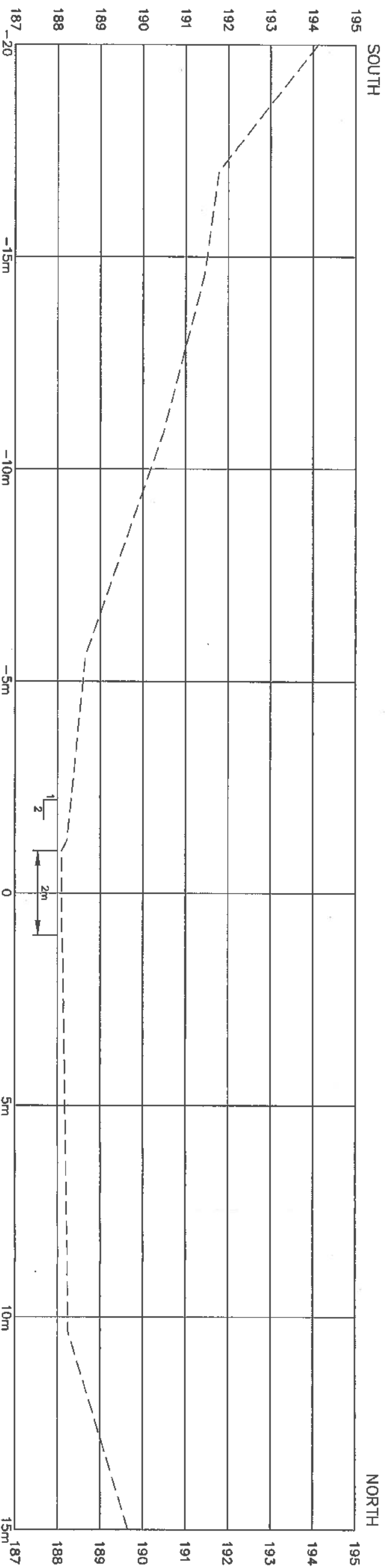
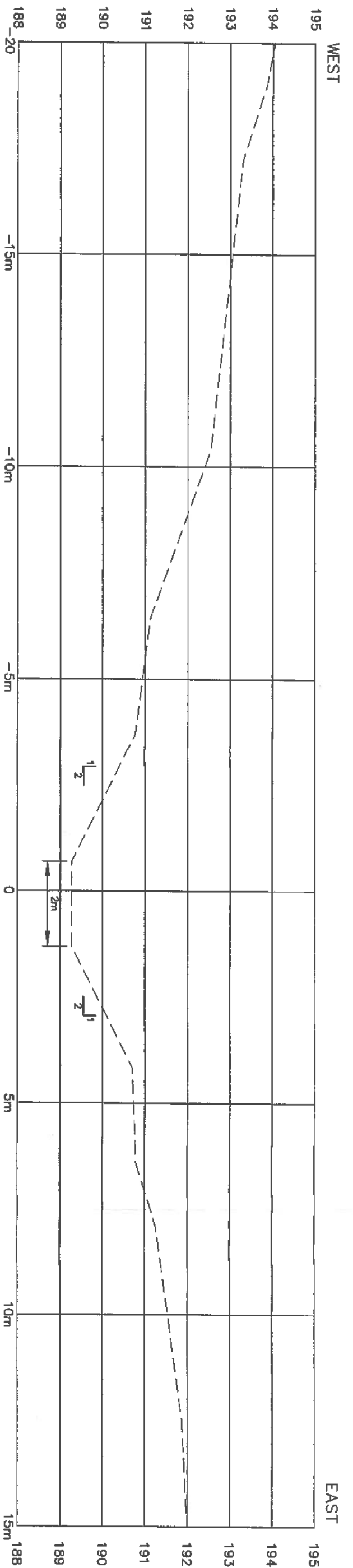
SCALE
 0 50 100m
 (SCALE 1 : 5000)
 0 1m
 (SCALE 1 : 50)
 (ON 11"x17")

K. SMART ASSOCIATES LIMITED
 CONSULTING ENGINEERS AND PLANNERS

MAIN DRAIN PROFILE CONTINUED
BRANCH A PROFILE

OCT. 14, 2016

JOB NUMBER: 15-265
 DRAWING: 3 OF 7



PETERS ROAD DRAIN
DISTRICT OF TEMISKAMING
CITY OF TEMISKAMING SHORES

CROSS SECTIONS
OCT. 14, 2016

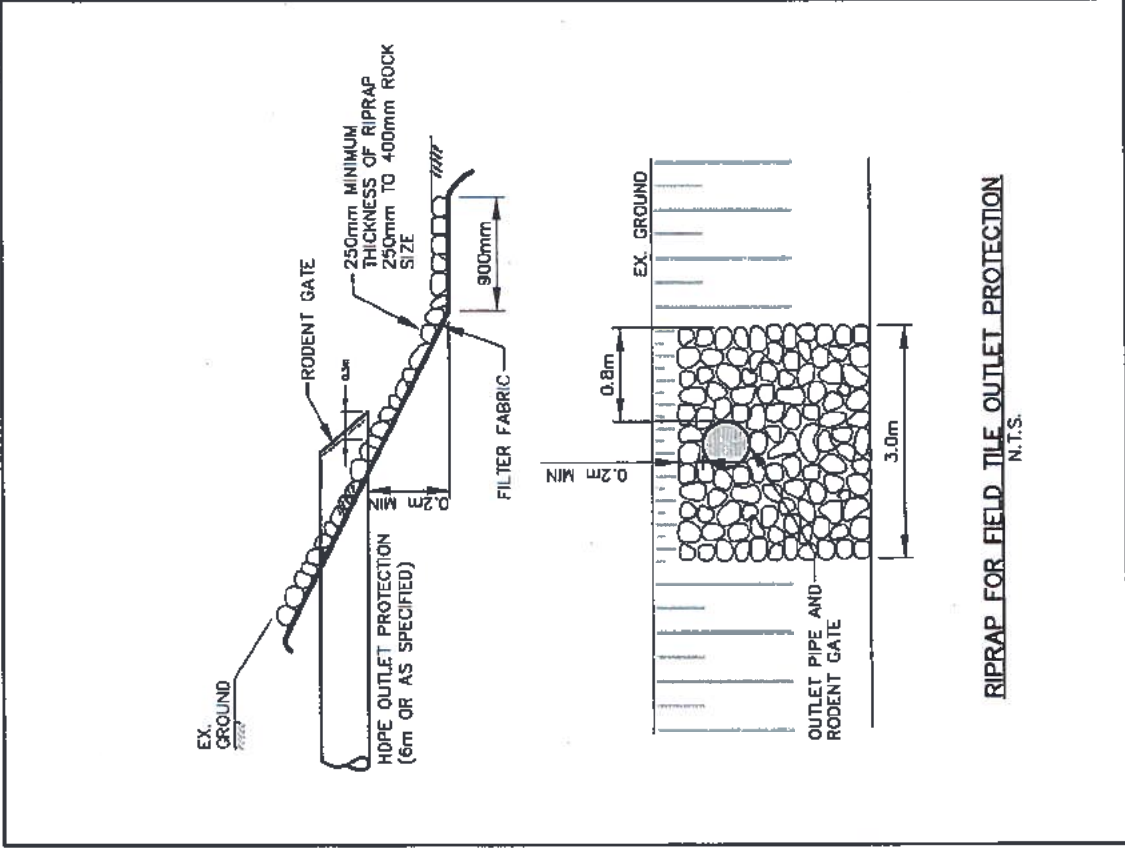
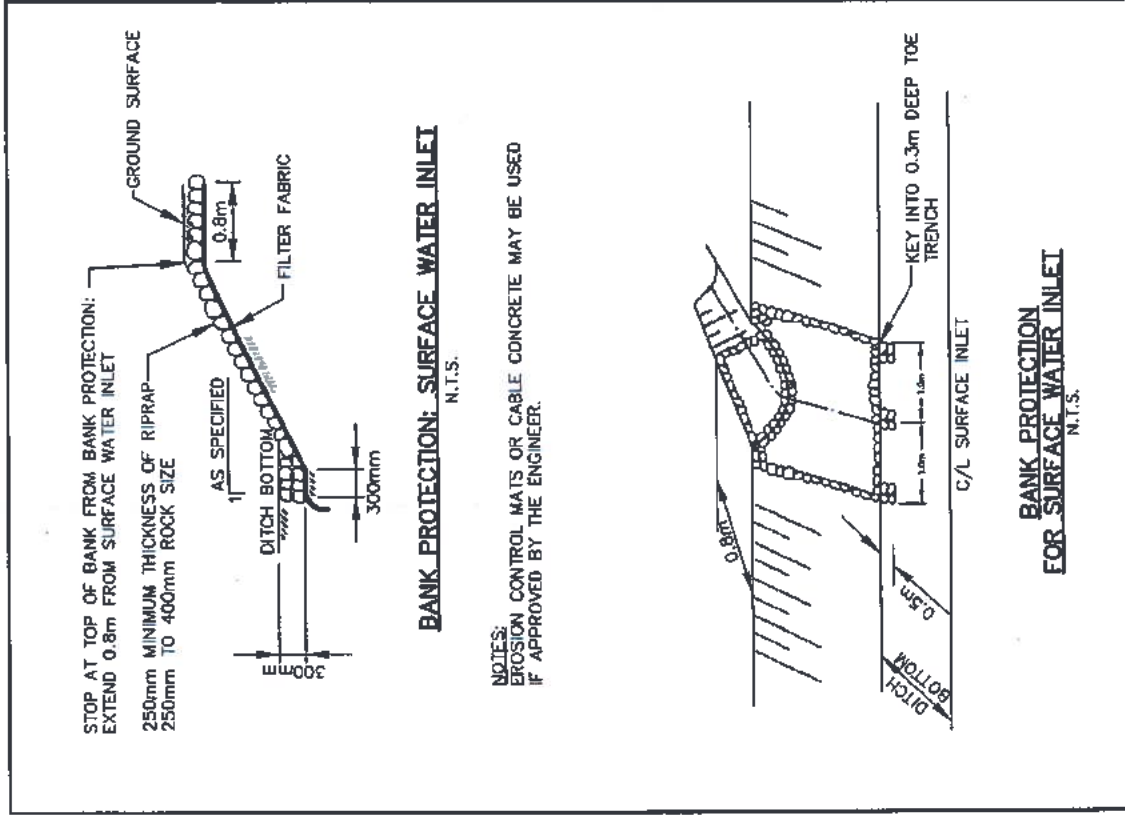
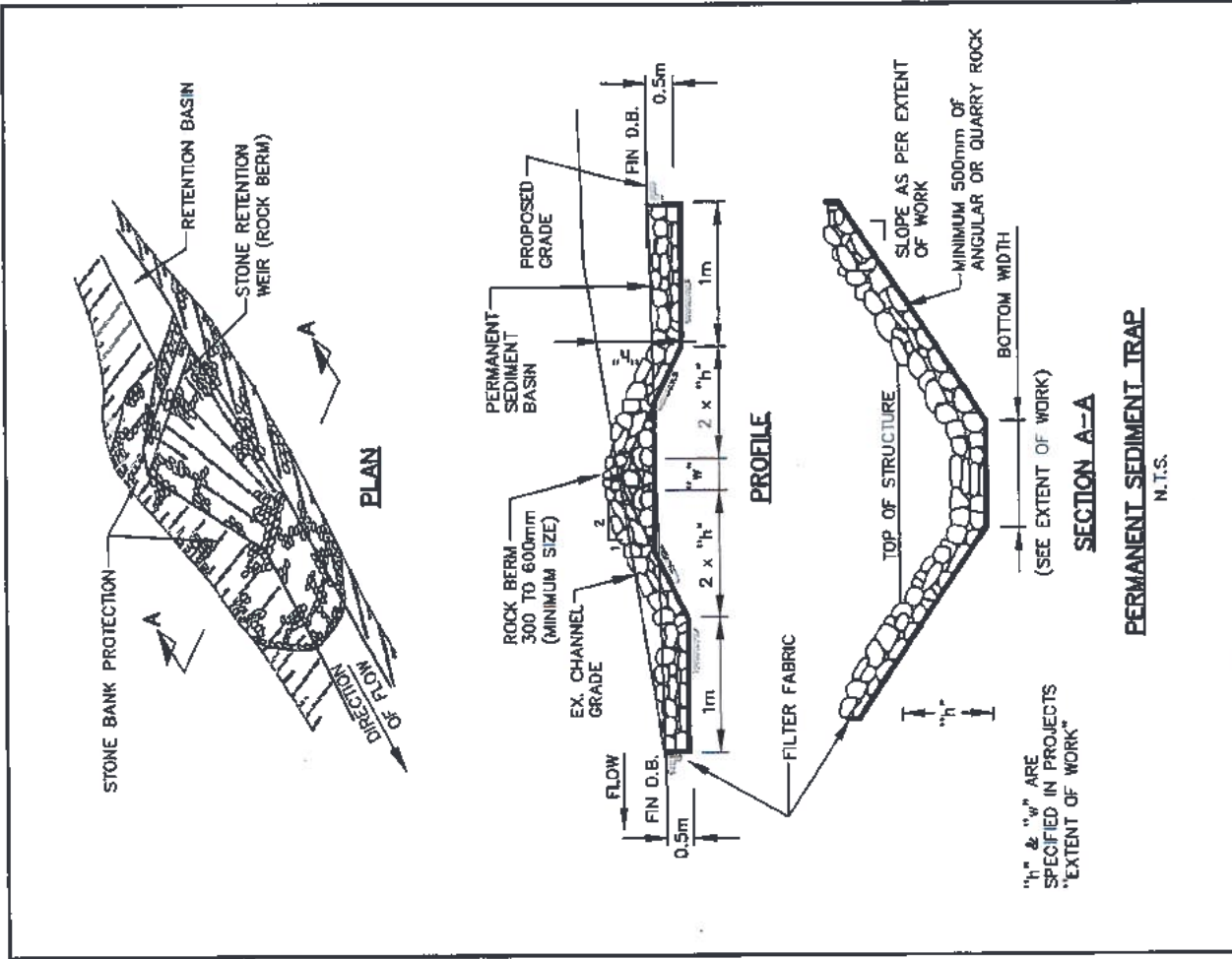
DESIGNED BY: N.W.M.
CHECKED BY: N.W.M.
DRAWN BY: N.M.B.
CHECKED BY: N.W.M.



SCALE
1:100
2m
SCALE
1:100
2m
(ON 11x17)

K. SMART ASSOCIATES LIMITED
CONSULTING ENGINEERS AND PLANNERS
KITCHENER

REVISIONS
JOB NUMBER: 18-205
DRAWING
5 OF 7



PETERS ROAD DRAIN		OCT. 14, 2016	
DISTRICT OF TIMISKAMING		CITY OF TIMISKAMING SHORES	
		TYPICAL DETAILS	
		K. SMART ASSOCIATES LIMITED CONSULTING ENGINEERS AND PLANNERS SUDBURY	
DESIGNED BY: N.W.M.		NOT TO SCALE	
CHECKED BY: N.W.M.			
DRAWN BY: N.M.B.			
CHECKED BY: N.W.M.			
		JOB NUMBER: 16-285	
		DRAWING NUMBER: 6 OF 7	

CONSTRUCTION NOTES (SPECIAL PROVISIONS)

A) SPECIFIC NOTES

i) Main Drain

Plantia (Roll No. 002-081100) (North) / D. & F. Highway 65 (MTO) / Chieffain Dairy Farms Ltd. (Roll No. 002-081001) (South)

0+000 to 0+008 - Construct permanent rock sediment trap with 10m² of riprap on filter underlay

0+000 to 0+285 - Light brushing (10m width)

- 285m of ditch cleanout (2.0m wide bottom, 2:1 side slopes).

Banks to be seeded (5m width)

- Place/level spoil on north side of ditch

Peters Road (City of Temiskaming Shores)

0+285 to 0+287 - Light brushing (10m width)

- 2m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)

- Spoil to be hauled away

0+287

- Construct permanent rock sediment trap with 10m² of riprap on filter underlay

0+287 to 0+305

- Clean out existing 18m length of 1800mm dia. CSP road culvert.

- Spoil to be hauled away

0+305 to 0+307

- Light brushing (10m width)

- 2m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)

- Spoil to be hauled away

Chieffain Dairy Farms Ltd. (Roll No. 002-078001)

0+307 to 0+690

- Light brushing (10m width)

- 383m of ditch cleanout (2.0m wide bottom, 2:1 side slopes). Banks to be seeded (5m width)

- Place/level spoil on west side of ditch

0+683± to

- Construct permanent rock sediment trap with 10m² of riprap on filter underlay

0+688±

Peters Road (City of Temiskaming Shores) / Chieffain Dairy Farms Ltd. (Roll No. 002-081001)

0+690

- Place 25m² of riprap on filter underlay at downstream ends of existing 1800mm dia. CSP road culvert, existing 900mm dia. CSP tile outlet and new 450mm dia. HDPE pipe outlet

0+690 to 0+709

- Clean out existing 19m length of 1800mm dia. CSP road culvert

- Spoil to be hauled away

0+709 to 0+716±

- Place 40m² of riprap on filter underlay at upstream end of existing 1800mm dia. CSP road culvert.

0+690 to 0+725

- Install 35m of 450mm dia. HDPE plastic pipe cross road by open cut including full granular backfill and gravel road restoration.

0+690 to +0725±

- Existing 900mm dia. CSP tile outlet across road to remain.

- No work required.

0+723 to 0+725 - Construct WASCQB consisting of 48m long x 0.8m± high earth berm, offset 300mm dia. hickenbottom with 5m of 300mm dia. plastic tubing connection to the 450mm HDPE pipe and with 20m² of riprap on filter underlay.

0+690 to 0+725 - See detail on Drawing 3.

Chieffain Dairy Farms Ltd. (Roll No. 002-018100)

0+725 to 0+860 - Existing 135m of 750mm dia. concrete tile to be incorporated. No work required at this time.

0+860

- Existing 900 x 1200mm concrete catchbasin to be incorporated. No work required at this time.

0+860 to 1+105

- Existing 245m of 300mm dia. plastic tile to be incorporated. No work required at this time.

1+105

- Existing 600 x 600mm concrete ditch inlet catchbasin to be incorporated. No work required at this time.

Branch A

Chieffain Dairy Farms Ltd. (Roll No. 002-018100)

0+000 to 0+141 - Existing 141m of 350mm dia. concrete tile with 500mm dia. plastic tile, at outlet into CB at Sta. 0+860 M.D. to be incorporated. No work required at this time.

0+141

- Existing 600 x 600mm concrete ditch inlet catchbasin to be incorporated. No work required at this time.

B) GENERAL NOTES

1. Working Area

- For work on the open ditch, the average width is to be 20m on private lands. Refer to General Specifications E.10 for exceptions.

2. Access - General Condition E.11

The Contractor shall have access to the drain along the routes, if any, shown on the plan. The access routes shall be along existing laneways or paths or where none exist, along a 6m wide (maximum) path. All specifications governing fences, livestock and crops during drain construction shall apply to access routes except where superseded by notes on the drawings. No other access routes shall be used unless first approved by the Engineer and affected landowners. The Contractor shall also contact each owner prior to using designated accesses. The landowner information will be supplied with the tender documents.

Telephone numbers for contact are:

	Chieffain Dairy Farms Ltd.	To be Supplied at
002-07800 & 002-08100	(Basil Loranger)	Time of Tendering
002-08110	Damase & Franche Plante	705-647-1820
	Ministry of Transportation (New Liskeard)	705-672-3363
	Engineer (Neal Morris, P. Eng.)	519-748-1199 ext 240
	City of Temiskaming Shores	705-672-3363
	- David Treen - Clerk	
	- Doug Walsh - Road Superintendent	705-544-2714
	City of Temiskaming Shores	
	- Ed Gorecki - Drainage Superintendent	
	Ontario One Call Centre	1-800-400-2055

3. Ditch Work Required
All construction on this project must use laser grade control for open work. Failure to do such may require forfeiture of the contract including tender deposit and payment for any work done.

a) General Note for Ditch Work on this Project
In all areas, the side for leveling is to be verified with the owner. Power brushing materials are preferred. Where materials are cut by chainsaw or excavated by backhoe, materials are to be left in piles for the owner to dispose of. Where brush is within 10m of the channel such materials are to be pushed and windrowed in with or adjacent to the bush areas. All brushing is to be included as part of the ditch work unless it is separately noted in the Specific Notes. All new ditch banks are to be seeded.

b) General re Open Drain Work
The open drains to be constructed will have cross-sectional dimensions as specified by the profiles and the Typical Sections on the drawings. Ditch bottom elevations are to be as shown on the profile drawings. Also minimum bottom widths and bank slopes are shown by the typical sections and by the profile drawings. All spoil, except where to be hauled, is to be leveled by the owner and all banks where disturbed, are to be seeded the same day as excavation unless when requested otherwise. Specifications F.1 applies for ditch work. Do not over-excavate any channel except if noted, do not unnecessarily disturb banks, and minimize bottom disturbance during root removal.

During future maintenance, all excavated materials are to be leveled on adjacent properties with the exception that any removed rock be hauled away.

4. Brushing

All Brushing shall be as noted in the drawing and shall be in accordance with General Condition E.44 unless indicated in the Drawings. Brushing includes raking, or approved equal work, of the cleared area.

5. Soil Conditions

A review of the New Liskeard-Englehart Area Soils Map indicates that the soils in the watershed to be Halleybury clay (good drainage, smooth steeply sloping and stone free), Hanbury clay (imperfect drainage, smooth gently sloping and stone-free to moderately stony) and New Liskeard clay (poor drainage, smooth very gently sloping and stone-free to moderately stony).

The majority of construction will occur in the Hanbury and New Liskeard clay soils.

The Hanbury and New Liskeard clay soils should not present any construction problems. However, efforts should be made to undertake the drain construction during the dry season since the outlet is sensitive habitat for Lake Sturgeon.

6. Fences

All fences are to be both removed and re-erected by contractor unless described otherwise by notes on the drawings. Refer to General Condition E.38. Refer to General Condition E.39 re livestock etc.

7. Materials

The Contractor shall supply and arrange for the delivery of all equipment, labour and materials.

All materials stated in the specific notes (Special Provisions), tender documents and drawings may be substituted from that shown, upon approval by the Engineer.

8. Type of Pipe Materials

Any culvert must follow materials specification in F.1.2 in the open ditch specification and drawing, any other material must be approved by the Engineer.





The Corporation of the City of Temiskaming Shores

By-law No. 2017-087

**Being a by-law to confirm certain proceedings of Council of
The Corporation of the City of Temiskaming Shores for its
Special meeting held on May 30, 2017 and its Regular
meeting held on June 6, 2017**

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 **May 30, 2017** Regular meeting held on **June 6, 2017** 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 6th day of June, 2017.

Mayor – Carman Kidd

Clerk – David B. Treen