



The Corporation of the City of Temiskaming Shores  
Regular Meeting of Council  
Tuesday, March 20, 2018  
6:00 P.M.  
City Hall Council Chambers – 325 Farr Drive

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**Agenda**

1. **Call to Order**

2. **Roll Call**

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

4. **Approval of Agenda**

*Draft Motion*

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

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

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

*Draft Motion*

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

- a) Regular meeting of Council – March 6, 2018; and
- b) Special meeting of Council – March 8, 2018

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

8. **Question and Answer Period**

9. **Presentations / Delegations**

10. **Communications**

- a) Kimberley Armstrong, Deputy Clerk – Township of Norwich

**Re:** Request for Support - Ontario Building Code Amendments

**Reference:** Motion to be presented under New Business

- b) Laurie Miller, Director Provincial Planning Policy Branch – Ministry of Municipal Affairs

**Re:** Planning Act Regulations related to Building Better Communities and Conserving Watersheds Act, 2017

**Reference:** Referred to Municipal Planner

- c) Tony Antoniazzi, President – Northeastern Ontario Municipal Association  
**Re:** Letter to Ministry of Community Safety and Correctional Services – Firefighter Training and Certification  
**Reference:** Received for Information
  
- d) Rose Jobin-White, Canadian National Institute for the Blind  
**Re:** Proclamation Request and Flag Raising – April 25, 2018  
**Reference:** Received for Information
  
- e) Monika Turner, Director of Policy – Association of Municipalities of Ontario  
**Re:** Canada-Ontario Infrastructure Program Agreement  
**Reference:** Referred to Directors
  
- f) Brooke Wilson, NOSM Student  
**Re:** Thank You – Recipient of Temiskaming Shores Bursary  
**Reference:** Received for Information
  
- g) Honorable Kathryn McGarry, Minister of Transportation  
**Re:** Thank You – Delegation at 2018 ROMA Conference  
**Reference:** Received for Information
  
- h) Jeremy Stevenson, CEO – North East Local Health Integration Network  
**Re:** Introduction Letter (New CEO)  
**Reference:** Received for Information

- i) Liana Bacon, Advisor – Ministry of Municipal Affairs

**Re:** Election Training – “Are you thinking about running for Municipal Council” – Wednesday, April 4, 2018 – Cobalt Community Hall (6 pm)

**Reference:** Received for Information

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

**Re:** Letter of Appreciation – Retirement of Bruce Strapp, Executive Director of Northern Ontario Heritage Fund Corporation

**Reference:** Received for Information

- k) The Honourable Dipika Dameria, Minister of Seniors Affairs

**Re:** Temiskaming Shores Age Friendly Community Recognition Award

**Reference:** Received for Information

- l) Ontario Library Association and the Federation of Ontario Public Libraries

**Re:** 2018 Pre-Budget Submissions

**Reference:** Motion to be presented under New Business

- m) Thérèse Bain, Chairperson – New Liskeard Figure Skating Club

**Re:** Thank you letter – James Bay Competition

**Reference:** Received for Information

- n) Yvan Rondeau, Safety, Process and Compliance Manager – Ontario Clean Water Agency (OCWA)

**Re:** Appointment of Overall Responsible Operator – Haileybury and New Liskeard Drinking Water Systems

**Reference:** Referred to the Director of Public Works and Technical and Environmental Compliance Co-ordinator

Draft Motion

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

**11. Committees of Council – Community and Regional**

**12. Committees of Council – Internal Departments**

- a) Minutes of the Protection to Persons and Property Committee meeting held on January 18, 2018; and
- b) Minutes of the Protection to Persons and Property Committee meeting held on February 22, 2018.

**13. Reports by Members of Council**

**14. Notice of Motions**

**15. New Business**

- a) **Memo – Timiskaming Health Unit Reserves**

Resolution No. 2018-074 (deferred February 6, 2018)

Moved by: Councillor McArthur  
Seconded by: Councillor Jelly

Whereas the Timiskaming Board of Health has set its reserve levels to a maximum of \$1,000,000 and will return any amounts above this maximum to participating municipalities at the same share that they contribute; and

Whereas on December 22, 2017 the City of Temiskaming Shores received a refund from the Timiskaming Board of Health representing its share of the Reserve Surplus in the amount of \$111,522 which was posted in 2017 to the City's Working Fund Reserve.

Now therefore be it resolved that Council of the City of Temiskaming Shores acknowledges receipt of a Memo from Mayor Kidd dated February 13, 2018 regarding the Timiskaming Health Unit Reserves;

That Council agrees to utilize the funds for accessibility upgrades at the New Liskeard Community Hall and directs staff to amend the 2018 Capital Budget to include this project with funds being derived from the City's Working Fund Reserve to an upset limit of \$111,522; and

That Council directs staff to proceed with the solicitation of Request for Proposals for engineering and design services for the accessibility upgrades.

*Draft Motion (as per direction provided at the March 8, 2018 Special Council Meeting)*

Whereas on December 22, 2017 the City of Temiskaming Shores received a refund from the Timiskaming Board of Health representing its share of the Reserve Surplus in the amount of \$111,522 which was posted in 2017 to the City's Working Fund Reserve; and

Whereas Mayor Kidd prepared a memo for consideration at the February 20, 2018 Regular Council meeting with a motion to allocate the 2017 Timiskaming Board of Health (TBH) refund of \$111,522 towards accessible upgrades at the New Liskeard Community Hall; and

Whereas Council allocated \$20,000 within the 2018 Capital Budget for engineering and design of accessible features for the Don Shepherdson Memorial Arena; and

Whereas Council considered the TBH 2017 refund at its March 8, 2018 Special Council meeting and directed staff to include engineering and design of accessibility upgrades of the New Liskeard Community Hall into the 2018 Capital Budget program;

Now therefore be it resolved that Council of the City of Temiskaming Shores hereby directs staff to allocate the 2017 Timiskaming Board of Health refund of \$111,522 to an accessibility reserve;

That Council directs staff to include engineering and design of accessibility upgrades for the New Liskeard Community Hall into the 2018 Capital Budget program in addition to the accessibility engineering and design for the Don Shepherdson Memorial Arena; and

Furthermore that Council directs staff to amend the 2018 Capital Budget to increase Engineering and Design for Accessibility Upgrades from \$20,000 to \$100,000 to be funded through the accessibility reserve.

**b) Support – Ontario Building Code Amendments**

Draft Motion

Whereas the Preface and Introduction to the Ontario Building Code Compendium reads such that the Code is meant to be “*essentially a set of minimum provisions respecting the safety of buildings with reference to public health, fire protection, accessibility and structural sufficiency*”; and

Whereas the Ministry of Housing has for a number of years and continues to make significant changes to the scope of the Ontario Building Code to include provincial policy initiatives such as Environmental Protection, Resource Conservation and Energy Conservation; and

Whereas these expanded roles in the Code have had significant impacts on local municipal Building Departments for additional training, staffing and other resources required to implement such initiatives.

Now therefore be it resolved that the Council for the City of Temiskaming Shores hereby requests that the Province ensure that the intent of the legislation and regulations relative the Ontario Building Code continue to principally for the protection of the public and occupant health and safety in relation to the built environment and examine other avenues for implementation of other initiatives; and

Further a that a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier; CAO Aubrey LeBlanc, Ontario Building Officials Association; Director Hannah Evans, Building Development Branch of the Ministry of Municipal Affairs; and John Vanthof, MPP Timiskaming-Cochrane

**c) Memo No. 014-2018-CS – Amendment to By-law No. 2016-133 Charitable Sponsorship – Food Banks**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 000-2018-CS; and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2016-133 identifying organizations that would be exempt from provisions in Article 3 of the Policy and still attain sponsorship and use of the City's Charitable Number for consideration at the March 20, 2018 Regular Council meeting.

**d) Administrative Report No. CS-007-2018 – Peters Road Municipal Drain – Contract Change Order – Berm Failure**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report CS-007-2018; and

That Council approves Contract Change Order No. 02 to By-law No. 2017-106 being an agreement with Pedersen Construction (2013) Inc. for the construction of drainage works locally known as the Peters Road Municipal Drain in the amount of \$14,778.46 plus applicable taxes.

**e) Memo No. 008-2018-PW – Contract Change Order – By-law No. 2018-018 Snow Blower Attachment from Tenco**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 008-2018-PW; and

That Council approves Contract Change Order No. 01 to By-law No. 2018-018 for the purchase of a Blower Attachment from Tenco Inc. in the amount of \$5,500.

**f) Memo No. 009-2018-PW – Northeastern Ontario Public Works Organization – Manager's Session – April 24, 2018**



Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 009-2018-PW;

That Council for the City of Temiskaming Shores hereby approves the attendance of \_\_\_\_\_ and \_\_\_\_\_ to the North Eastern Ontario Public Works Organization annual Manager's Forum scheduled for April 24, 2018 in South Porcupine; and

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

**g) Memo No. 010-2018-PW – 2018 Roads Program**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 010-2018-PW;

That Council confirms that the 2018 Roads Resurfacing Program, allocated at \$1,085,710, shall include West Road (Hwy 11 eastward), West Road (between Ramsey and Quarry) and Lakeshore Road South (Ethel southward); and

That Council acknowledges that an Administrative Report is anticipated for consideration at the April 3, 2018 Regular Council meeting subsequent to the Director of Public Works consulting with the low bidder Miller Paving Ltd.

**h) Administrative Report No. PW-012-2018 – Engineering Services – UV Design – Haileybury Wastewater Treatment Plant**

Draft Motion

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-012-2018;

That as outlined in the City's Purchasing Policies and Procedures, Council approves the award of the contract to RV Anderson Associates Ltd. to proceed with the design of the Ultra-Violet treatment system for the effluent at the Haileybury Wastewater Treatment Plant as detailed in Request for Proposal PW-RFP-006-2018 for a total upset limit of \$58,579 plus applicable taxes;

That Council approves an increase in the Project Budget from \$55,000 to \$70,000 as recommended by the Corporate Services Committee on March 8, 2018; and

That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 20, 2018 Regular Council meeting.

**i) Administrative Report No. PW-013-2018 – PW-RFQ-003-2018 LED Lights for Haileybury Arena Ice Surface**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-013-2018;

That Council directs staff to prepare the necessary by-law and agreement for the purchase of LED lights for the Haileybury Arena ice surface, as detailed in Request for Quote PW-RFQ-003-2018, from Nedco at a total cost of \$17,842.50 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

**j) Administrative Report No. PW-014-2018 – Equipment Rental – Spring Ditching**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-014-2018;

That as outlined in the City's Purchasing Policy, Council approves the award of the Equipment Rental – Excavator for Snow Ditching contract to *Demora Construction Services Inc.* at the rate of \$98.00 per hour plus HST and a total of \$1,950 plus HST for 5 float moves in each designated area; and

That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 20, 2018 Regular Council meeting.

**k) Administrative Report No. PW-015-2018 – Tender Award – Granular M**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby

acknowledges receipt of Administrative Report No. PW-015-2018;

That as outlined in the City's Purchasing Policy, Council approves the award of the Crushing and Stockpiling of Granular "M" contract to *Alvin Caldwell Sand & Gravel Ltd.* at a unit price of \$6.40 per tonne (with a maximum of 15,00 tonnes) plus HST; and

That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 20, 2018 Regular Council meeting.

**l) Administrative Report No. PW-017-2018 – Equipment Purchase – Light Duty Trucks**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-017-2018; and

That Council directs staff to prepare the necessary by-law and agreement for the purchase of three (3) light duty trucks, as detailed in Request for Proposal PW-RFP-009-2018, from Wilson Chevrolet at a cost of \$96,899 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

**m) Administrative Report No. PW-018-2018 – Equipment Purchase – Sidewalk Machine**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-018-2018; and

That Council directs staff to prepare the necessary by-law and agreement with Work Equipment for the purchase of a sidewalk machine and various attachments, as detailed in Request for Proposal PW-RFP-007-2018 at a cost of \$157,000 plus applicable taxes for consideration at the March 20, 2018, Regular Council meeting.

**n) Memo No. 002-2018-RS – Attendance at the International Federation of Ageing Global Conference – Danielle Covello**

*Draft Motion*

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 002-2018-RS; and

That Council acknowledges that Age Friendly Coordinator, Danielle Covello, will be a presenter at the International Federation on Ageing to be hosted by the City of Toronto from August 8 to 10, 2018.

**o) Memo No. 003-2018-RS – Temiskaming Shores and Area Rotary Club – Frog’s Breath Foundation Funding Application**

Draft Motion

Whereas the Temiskaming Shores and Area Rotary Club has applied for funding to the Frog’s Breath Foundation in the \$10,000 + category to assist with the development of a permanent Splash Pad Park in the City of Temiskaming Shores; and

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

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby agrees to sponsor the Temiskaming Shores and Area Rotary Club’s funding application to the Frog’s Breath Foundation.

**p) Administrative Report No. RS-003-2018 – Zero Turn Riding Lawnmower**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. RS-003-2018; and

That Council approves the purchase of a Zero Turn Riding Lawnmower from MCK Temiskaming at an upset limit of \$15,917.46 plus applicable taxes.

**q) Administrative Report No. RS-004-2018 – Agreement with Gym Con Ltd. for the Lobby Floor Replacement at the Haileybury Arena**

Draft Motion

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. RS-004-2018;

That Council approves the reallocation of remaining funds in the 2018 Capital Budget from the Zero Turn Unit in the amount of \$3,802.39 to the Haileybury Arena Lobby Floor Replacement and \$630.94 from the Groomer Purchase; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Gym-Con Ltd. for replacement of the Haileybury Arena Lobby Floor at an upset limit of \$43,665.00 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

**r) Ontario Library Association and the Federation of Ontario Public Libraries – 2018 Pre-Budget Submissions – Request to increase Funding for Public Libraries**

Draft Motion

Whereas the Province of Ontario reduced the Public Library Operating Grant (PLOG) in 1996 from \$64 million to \$32 million; and

Whereas the PLOG has remained relatively unchanged since 1996 despite inflation, changes in technology and the increasing importance of libraries in contributing to community well-being; and

Whereas the Ontario Library Association, the Federation of Ontario Public Libraries and the Temiskaming Shores Public Library Board have presented recommendations to the Ministry of Culture regarding funding priorities that are essential for ensuring a modern, sustainable library sector in Ontario.

Now therefore be it resolved that the Council of the City of Temiskaming Shores hereby petitions the Province of Ontario to;

- Provide sustainable, predictable funding for all public and First Nations libraries across Ontario by increasing annual base funding from \$33 million to \$50 million
- Dedicate \$25 million in new, annual funding for the development and implementation of Ontario's Digital Library
- Mandate the use of funding allocated by the Ministry of Education for school libraries and teacher-librarians for its intended purpose

And further that a copy of this resolution be forwarded to the Honourable Daien Vernile, Minister of Tourism, Sport and Culture; John Vanthof, MPP Timiskaming-Cochrane; the Ontario Library Association; the Federation of Ontario Public Libraries; and the Temiskaming Shores Public Library Board.

**16. By-laws**

*Draft Motion*

Be it resolved that:

By-law No. 2018-039 Being a by-law to amend By-law No. 2016-133 (Charitable Sponsorship Policy - Food Banks)

By-law No. 2018-041 Being a by-law to enter into an Agreement with RV Anderson Associates Ltd. for Engineering Services for the design of an Ultra-Violet Treatment System at the Haileybury Wastewater Treatment Plant

By-law No. 2018-042 Being a by-law to enter into an Agreement with Nedco for the supply and delivery of LED Lights for the Haileybury Arena Ice Surface

By-law No. 2018-043 Being a by-law to enter into an agreement with Demora Construction Services Inc. for the Rental of a Track Mounted Excavator – Spring Ditching

By-law No. 2018-044 Being a by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M”

By-law No. 2018-045 Being a by-law to enter into a Purchase Agreement with Wilson Chevrolet Limited for the purchase of three (3) Light Duty Trucks

By-law No. 2018-046 Being a by-law to enter into a Purchase Agreement with Works Equipment Ltd. for the purchase of a Sidewalk Machine and various attachments

By-law No. 2018-047 Being a by-law to enter into an Agreement with Gym-Con Ltd. for the supply and installation of flooring in the Haileybury Arena Lobby

be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that:

By-law No. 2018-039;

By-law No. 2018-041;

By-law No. 2018-042;

By-law No. 2018-043;

By-law No. 2018-044;

By-law No. 2018-045;

By-law No. 2018-046; and

By-law No. 2018-047;

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

**17. Schedule of Council Meetings**

a) Regular – Tuesday, April 3, 2018 at 6:00 p.m.

b) Regular – Tuesday, April 17, 2018 at 6:00 p.m.

**18. Question and Answer Period**

**19. Closed Session**

Draft Motion

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

- a) **Adoption of the February 20, 2018 – Closed Session Minutes**
- b) **Adoption of the March 6, 2018 – Closed Session Minutes**
- c) **Adoption of the March 8, 2018 – Closed Session Minutes**
- d) **Under Section 239 (2) (a) of the Municipal Act, 2001 – Security of the property of the municipality – Beach Gardens Development – Confidential Administrative Report PW-019-20183**
- e) **Under Section 239 (2) (c) of the Municipal Act, 2001 – potential acquisition of land – 884045 Highway 65 W and potential disposition of land – Lots 16 to 19 Dymond Industrial Park – Confidential Memo 012-2018-CS**

Draft Motion

Be it resolved that Council agrees to rise with report from Closed Session at \_\_\_\_\_ p.m.

**20. Confirming By-law**

Draft Motion

Be it resolved that By-law No. 2018-048 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 **March 8, 2018** and its Regular meeting held on **March 20, 2018** be hereby introduced and given first and second reading.

Draft Motion

Be it resolved that By-law No. 2018-048 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, March 6, 2018  
6:00 P.M.  
City Hall Council Chambers – 325 Farr Drive**

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**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, Doug Jelly, Jeff Laferriere. Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager  
David B. Treen, Municipal Clerk  
Doug Walsh, Director of Public Works  
Tammie Caldwell, Director of Recreation  
Shelly Zubyck, Director of Corporate Services  
Tim Uttley, Fire Chief

Regrets:

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

Members of the Public Present: 8

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

**4. Approval of Agenda**

*Resolution No. 2018-099*

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

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

**Carried**

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

Councillor Foley disclosed a pecuniary interest in regards to Item 15 h) Administrative Report No. RS-002-2018 – Summerfest Fundraising Concert – Tri-Town Ski and Snowboard Village

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

*Resolution No. 2018-100*

Moved by: Councillor McArthur

Seconded by: Councillor Laferriere

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

- a) Regular meeting of Council – February 20, 2018.

**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) Réjeanne Bélisle-Massie, Co-Chair and Mathew Johnson, Co-Chair – Village Noel Temiskaming 2017

**Re:** Overview – Village Noel 2017 event

Réjeanne Bélisle-Massie, Co-Chair introduced her Co-Chair Mathew Johnson who has an extensive background in marketing. Utilizing powerpoint Réjeanne outlined four points to the presentation being, summary of Village Noel Temiskaming (VNT) 2017, Community Ownership of Tourism product, financial report and Statistics and acknowledgement of funders, partners and sponsors.

VNT was initiated as a component of the City's Cultural Plan to develop a robust fun, strong downtown core being the main purpose of the VNT with a special flavor being a New France theme. During the VNT the downtown was inhabited by artists, artisans & craftspeople, fire pits, carolers, costumed street performers, children's activities, music, dancers and food vendors.

As time goes on it is the intent for Community Groups to take ownership of this tourism product and groups already involved are Apollo (ESCSM), TDSS, Timiskaming Home Support, Tri-Town Ski & Snowboard Village, Temiskaming First Nations, and Temiskaming Metis. The VNT was also used to launch the Winter Fun/Plaiser D'Hiver brochure commissioned by the Timiskaming Chamber of Commerce.

An important component to the festival is the costumes. There were 31 kiosks of artists and artisans from either Northwestern Quebec or Northeastern Ontario with new local additions. Riverside Farmer's Market was very busy as well with many vendors in a small space. Activities are an import aspect of VNT, however the horse drawn sleigh rides were down by the Curling Club which was somewhat out of the way of most of the activities. Since it was the 150<sup>th</sup> anniversary of Canada ACFO did a presentation on the Prime Ministers over those years. The Santa Claus parade was well attended with a lot of floats.

Mathew Johnson outlined that he relocated to the area in late September 2017 and become involved in the events planning for the VNT. Mathew highlighted some of the funding partners for VNT. Through the use of pie charts Mathew outlined the Revenues for VNT in the amount of \$65,277 and expenses in the amount of \$69,229, in-kind donations were \$60,565. Although there is a deficit of \$3,951 it is attributed to construction of four (4) kiosks (\$16,000) and other investments including heaters, electrical cords and website improvements. There were 205 volunteers plus municipal staff, 31 kiosks, 45 artists/artisans from Ontario, 10 artists/artisans from Quebec, 8 local food producers and 2 from Quebec.

Physical attendance at VNT 2017 was determined using hand counters and were 1,160 (Thursday), 4,424 (Friday), 7,668 (Saturday) for a total of 13,252. Some of the features being worked on for 2018 include Ice Sculptures, Best Dressed New France Dog, Special Christmans Kiosk and Best Dressed New France Baby. With continued support from our sponsors and partners VNT 2018 will be the place to be.

Mayor Kidd thanked Réjeanne and Mathew for the presentation.

Resolution No. 2018-101

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that Council acknowledges the presentation from Réjeanne Bélisle-Massie and Mathew Johnson in regards to the 2017 Village Noel event.

**Carried**

- b) Lorna Desmarais, Mark Howey and Jody Currie – Tri-Town Ski and Snowboard Village

**Re:** Summerfest Fundraising Concert

Utilizing powerpoint, Mark Howey began the presentation by outlining the history of the ski hill itself. The ski village was moved to its' current location from Cobalt and has been there for over 60 years. The efforts today will ensure future generations will continue to enjoy the ski hill. What has happened over the past nine years, since this group got involved is quite impressive; the numbers attending the ski hill have increased since the introduction of the Snow School. There were over 400 plus attendees at the hill on Family Day (Feb 19/18) with the highest number prior to that being less than 200.

Jody Currie outlined that revenue from 2016 to 2017 doubled and they are on track to double again in 2018. In 2017 the hill averaged 61 paying visitors per day and are currently averaging 144 per day in 2018; membership revenues have increased 800% since 2016. A large part of that is the introduction of the tubing hill which is averaging 73 customers a day. There seems to be a trust in that the hill is stable and will be available year after year. This season, through a grant program, the ski village has introduced a ski patrol with seven certified patrollers and the group is looking at recruiting more for next year.

Lorna Desmarais indicated that the Snow School is entering its third year with over 200 private lessons and group lessons provided this year and is hugely popular. The hill offers a bus to transport patrons, birthday parties and early bird special for memberships. Memberships in 2016 were 14, in 2017 22 and 98 in 2018.

Lorna outlined that one of the projects that they are fundraising for is improvements to the tubing hill; make it a little longer and a permanent more

efficient method of transporting tubers to the top of the hill. The main project that is being fundraised for is the replacement of the Chalet itself as it is reaching the end of its lifecycle and based on current number of patrons it is being outgrown (at capacity).

Jody outlined that these projects require significant amounts of money and effort. The ski hill operation is not a January to end of March endeavor, which is likely the easiest part of the year. The organizing committee works throughout the year to promote and fundraise for the hill as well as on-site maintenance and repairs. The group hosts a number of annual events (End of Season Banquet, Halloween Party, New Years Eve Bash). With the larger project of replacement of the Chalet funding has been secured through the Frog's Breath Foundation (\$160,000), an application for \$150,000 to the Trillium Foundation, requests from local groups and business whether in-kind or financial.

Lorna outlined that the Ski group is looking to host a fundraising concert Canada Weekend in the parking lot between the Pool/Fitness Centre and the Arena on Saturday June 30<sup>th</sup>, 2018 featuring three tribute bands. The objective of the event is to raise \$25,000 with tickets at \$30 and a maximum of 1,000 tickets being available. If successful in may become part of the annual events hosted by the working group. The request from the City of Temiskaming Shores is follows:

- permission for use of land;
- use of Saddle tent with outdoor stage;
- picnic tables;
- transformers and electrical;
- use of arena for banking purposes and/or back-up in case of rain;
- any available fencing;
- manpower for set up and take down;
- and promotional support.

Mayor Kidd thanked Lorna, Jody and Mark for the presentation.

Resolution No. 2018-102

Moved by: Councillor McArthur

Seconded by: Councillor Hewitt

Be it resolved that Council acknowledges the presentation from representatives from the Tri-Town Ski and Snowboard Village.

**Carried**

## c) David B. Treen, Municipal Clerk – City of Temiskaming Shores

**Re:** 2018 Municipal Election

Municipal Clerk, David Treen utilizing powerpoint made a presentation on the upcoming 2018 Municipal Election. It was noted that voting day for the municipal election is **Monday, October 22, 2018**. There have been significant modifications to the Municipal Elections Act. In regards to the nomination period for candidates, nominations open on May 1, 2018 and close at 2:00 pm on July 27, 2018 (13 weeks). In the 2014 election the nomination period was 37 weeks with a campaign period of 45 days. For the 2018 Municipal Election the campaign period will be increased to 85 days.

Mr. Treen indicated that in order to be eligible to become a candidate you require 25 endorsement signatures and be an eligible voter in Temiskaming Shores. It was noted that the lame duck period has been extended from 80 days (2014) to 120 days in 2018.

Dave outlined some of the rules around contributions, specifically that a candidate is required to open a bank account if they spend money. Unions and Corporations are prohibited from contributing to a candidate; however they can apply to become a third party advertiser. Anonymous and cash contributions cannot exceed \$25, otherwise the candidate must track (name and amount) the contribution.

Dave outlined how the Act determines the spending amounts for candidates and the reporting requirements on spending. It was outlined that candidate spending limits have yet to be determined and is traditionally based on a base amount plus an amount per eligible voter. Subsequent to the October 22, 2018 election date, candidates are required to file their financial statements for expenses by Friday, March 29, 2019. In the event a candidate missing this date the statements must be filed by Monday, April 29, 2019; however it also requires the payment of late filing fee of \$500 which is non-refundable.

Dave outlined that one new parameter to the Municipal Election Act is the introduction of third party advertising. *Third Party Advertisement* means an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate; but does not include an advertisement by or under the direction of a candidate. The Act establishes limits on expenses for third party advertising and anyone or organization wishing to advertise in the election must register with the clerk of the associated municipality and provide specific information to broadcasters or publishers in writing prior to advertising. Broadcasters and publishers need to be made aware of these new regulations as they have obligations to ensure clients have registered with the associated clerk. It was noted that the Association of Municipal Clerks and Treasurers of Ontario (AMCTO) in

concert with the City of Temiskaming Shores will be hosting a spring workshop on May 29, 2018 in regards to third party advertising for election staff.

Mr. Treen anticipates the submission of an Administrative Report for consideration at the April 3, 2018 Regular Council meeting in regards to advance polls, 2018 Municipal Elections Procedural Policy and a provisions for voting at institutions. It was also noted that the Clerk for the Town of Cobalt is in discussions with the Ministry of Municipal Affairs with the objective of hosting a workshop for members of the public considering running for a council seat.

Mayor Kidd thanked Mr. Treen for the presentation.

Resolution No. 2018-103

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Be it resolved that Council acknowledges the presentation from Municipal Clerk, Dave Treen in regards to the 2018 Municipal Election.

**Carried**

**10. Communications**

a) Amber Crawford, Policy Advisor – Association of Municipalities Ontario

**Re:** AMO Policy Update – Public Reporting Fire Regulation Posted for Municipal Comments

**Reference:** Referred to the Fire Chief – Memo 005-2018-PPP under Agenda Item 15 (c)

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

**Re:** Invitation – Building Ties Among Use – March 19, 2018 in St-Bruno-de-Guiges, Quebec

**Reference:** Received for Information

c) Kirsten Hill, Interim Gallery Manager – Temiskaming Art Gallery (TAG)

**Re:** Update on Media Coverage, Tourism and Coming Events at TAG

**Reference:** Received for Information

- d) Laurie Miller, Director Provincial Planning Policy Branch – Ministry of Municipal Affairs and Mariela Orellana, Director Agency and Tribunal Relations Branch – Ministry of the Attorney General

**Re:** Proclamation of the *Building Better Communities and Conserving Watersheds Act, 2017* changes to the land use planning and appeal system

**Reference:** Received for Information

- e) Doug Jelly, Chair – District of Timiskaming Social Services Administration Board (DTSSAB)

**Re:** 2018 DTSSAB Budget and Municipal Cost Apportionments

**Reference:** Referred to the Treasurer

Resolution No. 2018-104

Moved by: Councillor McArthur

Seconded by: Councillor Foley

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

**Carried**

**11. Committees of Council – Community and Regional**

Resolution No. 2018-105

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

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

- a) Minutes of the OCWA Consultation meeting held on January 24, 2018;



- b) Minutes of the Temiskaming Shores Public Library Board meeting held on January 17, 2018; and
- c) Minutes of the Temiskaming Transit Committee meeting held on January 24, 2018.

**Carried**

## **12. Committees of Council – Internal Departments**

None

## **13. Reports by Members of Council**

Councillor Whalen reported on the following:

- NOHFC: The City has been very successful in receipt of funding from NOHFC over the years and Executive Director, Bruce Strapp will be retiring and it would be prudent to send a letter of appreciation from the Mayor
- ETRAA: Missed last meeting and pleased to see Council supporting the ETRAA; however he feels that the motion to support the operational plan is not legally binding (i.e. contract) on future Councils. City Manager, Chris Oslund outlined that once all participating municipalities have considered the 5 year Operational Plan the ETRAA will discuss with legal counsel with the objective of establishing a formal contract.

Councillor Foley reported on the following:

- PDAC: Attended the PDAC convention and noted that Sunday and Monday were a lot busier than they had been in the last two years. A lot good technologies were presented and there is a lot of innovation in Northern Ontario.

Mayor Kidd reported on the following:

- PDAC: Attended the PDAC convention and indicated that there were approximately 250 people in attendance for the official opening on Sunday including president of the PDAC convention as well as many MP's and MPP's. There were 100 exhibitors this year with several from our area; many delegations came through the Northern Ontario Pavilion. May have to expand our space to accommodate more exhibitors next year.

## **14. Notice of Motions**

None

**15. New Business****a) Support – All Aboard Northern Ontario**Resolution No. 2018-106

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Whereas *All Aboard Northern Ontario* is a grassroots advocacy group developing a conceptual plan to identify the requirements for recreating a viable and sustainable Toronto – North Bay – Cochrane rail passenger service, as well as needed improvements to other rail and inter-city bus services across Northeastern Ontario; and

Whereas the route of the discontinued *Northlander* is arguably one of the most densely populated corridors in Central and Northeastern Ontario; and

Whereas *All Aboard Northern Ontario* plans to present a practical and credible transportation solution for the revival of passenger train service throughout the corridor previously served by the discontinued *Northlander*; and

Whereas opposition parties at Queen's Park have identified the revival of rail passenger service in Northeastern Ontario as a priority in their platforms.

Now therefore be it resolved that the City of Temiskaming Shores hereby petitions the Provincial Government to consider the findings of the *All Aboard Northern Ontario* and incorporate the revival of rail passenger service in Northern Ontario; and

Furthermore that a copy of this resolution be sent to the Honourable Kathleen Wynne, Premier; the Honourable Kathryn McGarry, Minister of Transportation; the Honourable Michael Gravelle, Minister of Northern Development and Mines; and Eric Boutilier, *All Aboard Northern Ontario*.

**Carried****b) Memo No. 004-2018-PPP – Public Comment on Draft Regulations on Mandatory Certification and Training for Firefighters and Community Risk Assessments**Resolution No. 2018-107

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 004-2018-PPP; and

That Council concurs with the comments provided in Appendix 04 (letter) to Memo No. 004-2018-PPP and directs staff to submit the letter to the Ministry of Community Safety and Correctional Services and MPP John Vanthof as presented.

Resolution No. 2018-108

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Resolution No. 2018-107 be deferred to the March 8, 2018 Special Council meeting.

**Carried**

**c) Memo No. 007-2018-PW – Request for Proposal (PW-RFP-002-2018) – Roadway Rehabilitation Services**

Resolution No. 2018-109

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 007-2018-PW;

That Council acknowledges that funding application to the Ontario Community Infrastructure Fund (OCIF) 2017 Top-up Intake in the amount of \$1,476,068 was unsuccessful; and

That Council directs the Public Works Committee and Corporate Services Committee jointly revisit the 2018 Roadway Resurfacing Program to determine the extent of work that can be completed based on remaining funds available.

**Carried**

**d) Administrative Report No. PW-007-2018 – Annual Compliance and Summary Water Reports**

Resolution No. 2018-110

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-007-2018, more specifically Appendices 01 and 02 being the 2017 Annual Compliance and Summary Reports for the water systems within the municipality in accordance to Schedule 22 of O. Reg. 170/03 being a regulation under the Safe Drinking Water Act;

That Council hereby directs staff:

- To place the 2017 Annual Compliance and Summary Reports in the Water System Binders located at the municipal office (325 Farr Dr.);
- To post the reports on the municipal website;
- To place an ad in the community bulletin and the City's Facebook page notifying the public of the availability of these reports for public review; and

That Council further directs staff to forward a copy of Administrative Report PW-007-2018 to the Ministry of Environment and Climate Change, Safe Drinking Water Branch – North Bay for their records.

**Carried**

**e) Administrative Report No. PW-008-2018 – Bi-annual Bridge Inspections – Roof Inspections**

Resolution No. 2018-111

Moved by: Councillor Laferriere

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-008-2018;

That as outlined in the City's Purchasing Policies and Procedures, Council approves the award of the contract to K. Smart Associates Ltd. to proceed with the bi-annual bridge inspection as well as selected roof inspections as detailed in Request for Proposal PW-RFP-004-2018 for a total upset limit of \$10,970 plus applicable taxes; and

That Council directs Staff to prepare the necessary by-law and agreement for the said contract for consideration at the March 6, 2018 Regular Council meeting.

**Carried**

**f) Administrative Report No. PW-010-2018 – Equipment Purchase – Slip-in Water Tanks**

Resolution No. 2018-112

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. PW-009-2018; and

That Council directs staff to prepare the necessary by-law and agreement for the purchase of two (2) Slip-in water tanks, as detailed in Request for Quotation PW-RFQ-002-2018, from Road Maintenance Equipment Services Inc. (RMES) at a total cost of \$51,854 plus applicable taxes for consideration at the March 6, 2018, Regular Council meeting.

**Carried**

**g) Administrative Report No. RS-002-2018 – Summerfest Fundraising Concert – Tri-Town Ski and Snowboard Village**

***Councillor Foley disclosed a pecuniary interest with Administrative Report No. RS-002-2018 and did not participate in the discussion of the subject matter nor did he vote on Resolution No. 2018-113.***

Resolution No. 2018-113

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. RS-002-2018; and

That Council approves the request from the Tri-Town Ski and Snowboard Village for the use of municipal land (parking area at the Waterfront Pool/Fitness Centre) for a fundraising concert to take place Saturday June 30, 2018 as well as assistance in the set-up & take down of the event, supply of saddle tent (pending condition), picnic tables, electrical, fencing, and promotional support.

**Carried**

**h) Administrative Report No. CGP-006-2018 – Canada Day Fireworks Agreement for 2018-2020**

Resolution No. 2018-114

Moved by: Councillor Foley

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CGP-006-2018; and

That Council directs staff to prepare the necessary bylaw to enter into a three (3) year agreement with the Northstar Fireworks Entertainment Inc. for the provision of fireworks displays at the annual Summerfest / Canada Day events from 2018 to 2020 in the amount of \$19,115.88 plus HST per year for consideration at the March 6, 2018 Regular Council meeting.

**Carried**

**i) Treasurer’s 2017 – Statement of Remuneration**

Resolution No. 2018-115

Moved by: Councillor Laferriere

Seconded by: Councillor Jelly

Whereas Section 284 (1) of the Municipal Act, 2001 states that the Treasurer of a municipality shall in each year, on or before March 31, provide to the Council of the municipality an itemized statement of remuneration and expenses paid in the previous year to each member of Council and to each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a local board, in respect of his or her services as a member of the body.

Now therefore be it resolved that Council acknowledges receipt of the 2017 Statement of Remuneration and Expenses as submitted by the Treasurer.

**Carried**

**j) Memo No. 011-2018-CS – Ontario Infrastructure and Lands Corporation (OILC) Loan Application – New Capital Works**

Resolution No. 2018-116

Moved by: Councillor Laferriere

Seconded by: Councillor Whalen

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 011-2018-CS;

That Council directs the Treasurer to proceed with the application(s) to Ontario Infrastructure and Lands Corporation (OILC) for capital works as approved in Resolution No. 2017-511; and

That Council directs the Treasurer to proceed with other applicable by-laws as per the OILC program being a funding agreement and debenture(s) as required upon the completion or substantial completion of the approved capital works.

**Carried**

**k) Administrative Report No. CS-006-2018 – Facility Video Surveillance Policy**

Resolution No. 2018-117

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Administrative Report No. CS-006-2018;

That Council directs staff to prepare the necessary By-law to adopt a Video Surveillance Policy for the City of Temiskaming Shores for consideration at the March 20, 2018 Regular Council meeting.

**Carried**

**I) Memo No. 013-2018-CS – Petition to Repeal the New Liskeard Business Improvement Area Board of Management**

Resolution No. 2018-118

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 013-2018-CS;

That Council acknowledges receipt of a Petition signed by persons responsible for at least one-third of the taxes levied within the improvement area requesting that Council repeal New Liskeard By-law 2531 (Establishment of the New Liskeard Business Improvement Area); and

That Council directs staff to provide notice in accordance with Section 211 of the Municipal Act and schedule a public consultation with the ratepayers of the improvement area for Wednesday, April 4, 2018 at 7 p.m. at Riverside Place.

**Carried**

**16. By-laws**

Resolution No. 2018-119

Moved by: Councillor Whalen

Seconded by: Councillor Laferriere

Be it resolved that:

By-law No. 2018-032 Being a by-law to authorize an Agreement with K. Smart Associates Ltd. for the performance of Bi-annual Bridge Inspection Services and Roof Inspections

By-law No. 2018-033 Being a by-law to authorize the Purchase of Land from Her Majesty the Queen in Right of Ontario as represented

by the Minister of Infrastructure – Part 17 and Part 23 on Plan 54R-6007, Dymond Township

By-law No. 2018-035 Being a by-law to enter into a Purchase Agreement with Road Maintenance Equipment and Services Inc. for the supply and installation of two (2) Slip-in Water Tanks

By-law No. 2018-036 Being a by-law to authorize certain new capital works of the City of Temiskaming Shores (the “municipality”); to authorize the submission of an application to Ontario Infrastructure and Lands Corporation (“OILC”) for financing such capital works; to authorize temporary borrowing from OILC to meet expenditures in connection with such works; and to authorize long term borrowing for such works through the issue of debentures to OILC

By-law No. 2018-037 Being a by-law to authorize an Agreement with Northstar Fireworks Entertainment Inc. for the supply and ignition of Fireworks for Canada Day (3 Years)

be hereby introduced and given first and second reading.

**Carried**

Resolution No. 2018-120

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that:

By-law No. 2018-032;

By-law No. 2018-033;

By-law No. 2018-035;

By-law No. 2018-036; and

By-law No. 2018-037

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 – Thursday, March 8, 2018 at 12:01 p.m.
- b) Regular – Tuesday, March 20, 2018 at 6:00 p.m.
- c) Regular – Tuesday, April 3, 2018 at 6:00 p.m.

**18. Question and Answer Period**

None

**19. Closed Session**

Resolution No. 2018-121

Moved by: Councillor McArthur

Seconded by: Councillor Foley

Be it resolved that Council agrees to convene in Closed Session at 8:20 p.m. to discuss the following matters:

- a) **Under Section 239 (2) (e) of the Municipal Act, 2001 – litigation or potential litigation – Statement of Claim – Earlton-Timiskaming Regional Airport Authority (ETRAA)**

**Carried**

Resolution No. 2018-122

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that Council agrees to rise with report from Closed Session at 8:55 p.m.

**Carried**

**Matters from Closed Session**

- a) **Under Section 239 (2) (e) of the Municipal Act, 2001 – litigation or potential litigation – Statement of Claim – Earlton-Timiskaming Regional Airport Authority (ETRAA)**

Council provided staff with direction in Closed Session.

**20. Confirming By-law**

*Resolution No. 2018-123*

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that By-law No. 2018-038 being a by-law to confirm certain proceedings of Council of The Corporation of the City of Temiskaming Shores for its Regular Meeting held on **March 6, 2018** be hereby introduced and given first and second reading.

**Carried**

*Resolution No. 2018-124*

Moved by: Councillor Foley

Seconded by: Councillor Laferriere

Be it resolved that By-law No. 2018-038 be given third and final reading, be signed by the Mayor and Clerk and the corporate seal affixed thereto.

**Carried**

**21. Adjournment**

*Resolution No. 2018-125*

Moved by: Councillor McArthur

Seconded by: Councillor Jelly

Be it resolved that City Council adjourns at 8:58 p.m.

**Carried**

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Mayor – Carman Kidd

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Clerk – David B. Treen



**The Corporation of the City of Temiskaming Shores**  
**Special Meeting of Council**  
**Thursday, March 8, 2018**  
**12:01 P.M.**

**City Hall Council Chambers – 325 Farr Drive**

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**Minutes**

**1. Call to Order**

The meeting was called to order by Mayor Carman Kidd at 12:05 p.m.

**2. Roll Call**

Council: Mayor Carman Kidd; Councillors Jesse Foley, Patricia Hewitt (arrived at 12:10 pm), Doug Jelly, Mike McArthur and Danny Whalen

Present: Christopher W. Oslund, City Manager  
David B. Treen, Municipal Clerk  
Doug Walsh, Director of Public Works  
Tammie Caldwell, Director of Recreation  
Shelly Zubyck, Director of Corporate Services  
Tim Uttley, Fire Chief  
Laura-Lee MacLeod, Treasurer  
Mitch Lafreniere, Manager of Physical Assets

Regrets: Councillor Jeff Laferriere

Media: Jim Patrick, CJTT 104.5 FM  
Diane Johnston, Temiskaming Speaker

Members of the Public Present: 0

**3. Approval of Agenda**

*Resolution No. 2018-126*

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

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

**Carried**

**4. Declaration of Special Council Meeting**

*Resolution No. 2018-127*

Moved by: Councillor McArthur

Seconded by: Councillor Foley

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) Review of the 2018 Roads Resurfacing Program**

Director of Public Works, Doug Walsh provided an analysis document in regards to the 2018 Roads Resurfacing Program. The original program estimated at \$2.8 M was based on anticipated OCIF funding in the amount of \$1.476 M and borrowing of \$0.45 M; however the OCIF funding application was declined.

Doug outlined that Public Works has proposed to both the Public Works Committee and now Council that the 2018 Roads Resurfacing Program, based on available funding be limited to Lakeshore Road South / Ferguson estimated at \$212 K and two sections of West Road estimated at \$850 K as well as third party supervision.

Doug outlined that a Request for Proposals PW-RFP-002-2018 based on the original program closed on February 13, 2018 and the costing of the revised program is based on the pricing under the RFP. It was further indicated that

staff would be consulting with the low bidder to ensure pricing based on the new program would be honored.

Resolution No. 2018-128

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of the document entitled *Review of the 2018 Roads Resurfacing Program*; and

That Council approves the 2018 Roads Resurfacing Program as presented which includes Lakeshore/Ferguson and West Road at an upset limit of \$1,085,710 with funding from OCIF Formula Based (\$205,197), Gas Tax (\$622,500) and City (\$258,013).

**Carried**

**b) Memo No. 006-2018-PPP – Pumper Tanker – PPP-RFP-001-2018**

City Manager, Chris Oslund outlined that he has had discussion with Fire Chief Tim Uttley in regards to having the costs for the Pumper Tanker reduced and the memo deals with negotiating with some of the bidders in that regard. In addition discussions were also held with the overall fleet budget of \$1.2M.

The 2018 budget was approved in principal in December (2017) and staff was instructed to initiate and get work done as quickly as possible. From a fleet perspective all RFP or Tenders for fleet have been advertised and all will be in by March 13 and staff is confident, with negotiated reductions for the Pumper Tanker, the overall \$1.2 M fleet budget will not be exceed; however there would be a need for some reallocation within the budget.

Fire Chief, Tim Uttley outlined that there were three (3) bids submitted for the Pumper Tanker and staff would be having discussions with the two lowest bidders for some cost savings that would be in keeping within the overall fleet budget. The RFP does permit the ability negotiate with bidders.

Resolution No. 2018-129

Moved by: Councillor Whalen

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 006-2018-PPP; and

That Council authorizes the Fire Chief to seek out possible cost savings with the two lowest bidders with the intent to provide an Administrative Report recommending the purchase of a Pumper Tanker that does not exceed the

fleet budget for consideration at the March 20, 2018 Regular Council meeting.

**Carried**

**c) Supplemental Memo No. 004-01-2018-PPP – Public Comment on Draft Regulations on Mandatory Certification and Training for Firefighters and Community Risk Assessments**

Resolution No. 2018-107 (March 6, 2018)

Moved by: Councillor Jelly

Seconded by: Councillor Foley

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 004-2018-PPP; and

That Council concurs with the comments provided in Appendix 04 (letter) to Memo No. 004-2018-PPP and directs staff to submit the letter to the Ministry of Community Safety and Correctional Services and MPP John Vanthof as presented.

**Defeated**

Resolution No. 2018-130

Moved by: Councillor Foley

Seconded by: Councillor McArthur

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Supplemental Memo No. 004-01-2018-PPP;

That Council fully endorses the comments contained in the public comment letter to the Ministry of Community Safety and Correctional Services dated March 8, 2018 (Appendix 01) in regards to public comment on the proposed regulations for Mandatory Training and Certification and Conducting Community Risk Assessments; and

That Council directs that a copy of the letter be sent to the Honorable Kathleen Wynne, Premier of Ontario; the Honourable Marie-France Lalonde, Minister of Community Safety and Correctional Services; Victor Fedeli, Interim Leader of the Progressive Conservative Party of Ontario; Andrea Horwath, Leader of the New Democratic Party of Ontario; John Vanthof, MPP for Timiskaming-Cochrane, the Federation of Northern Ontario Municipalities (FONOM) and the Association of Municipalities of Ontario (AMO).

**Carried**

**Recorded Vote**

**For Motion**

Councillor Foley  
Councillor Hewitt  
Councillor Jelly  
Councillor McArthur  
Councillor Whalen  
Mayor Kidd

**Against Motion**

**d) Memo No. 005-2018-PPP – Public Comment on Draft Regulations on Public Reports**

*Resolution No. 2018-131*

Moved by: Councillor Whalen

Seconded by: Councillor Hewitt

Be it resolved that the Council of the City of Temiskaming Shores hereby acknowledges receipt of Memo No. 005-2018-PPP;

That Council concurs with the comments provided in Appendix 02 (letter) to Memo No. 005-2018-PPP and directs staff to submit the letter to the Ministry of Community Safety and Correctional Services and MPP John Vanthof as presented; and

That Council directs that a copy of the letter be sent to the Honorable Kathleen Wynne, Premier of Ontario; the Honourable Marie-France Lalonde, Minister of Community Safety and Correctional Services; Victor Fedeli, Interim Leader of the Progressive Conservative Party of Ontario; Andrea Horwath, Leader of the New Democratic Party of Ontario; John Vanthof, MPP for Timiskaming-Cochrane, the Federation of Northern Ontario Municipalities (FONOM) and the Association of Municipalities of Ontario (AMO).

**Carried**

**e) Memo from Mayor Kidd – Timiskaming Health Unit Reserves**

Mayor Kidd outlined that Council needs to have some discussion on the allocation of the Board of Health refund of \$111k and whether they want it allocated under accessibility specific to the Community Hall (90 Whitewood).

City Manager, Chris Oslund indicated that based on the budget approved in principle, the accessibility project identified was the Don Shepherdson Memorial Arena based on the use of the building (14,000 visitors a year).

Council, prior to the final budget by-law, as an option could direct that the \$111 k be placed into a reserve for accessibility projects and could allocate the funds to complete engineering on the Community Hall as well as the Arena. It was further indicated that without the costs (engineering estimates) it is difficult to determine which project to apply for in September when funding applications come out.

Director of Recreation, Tammie Caldwell indicated that accessibility at the Community Hall would be more far reaching as there would be a need to consider accessible parking, washrooms on the main floor and the number of customers being served in comparison to the arena project.

City Manager, Chris Oslund outlined that staff could draft a recommendation that the intent is to add engineering for the Community Hall to the budget, funded through the Health Unit reserve refund (\$111 k), and any access funds allocated to an accessibility reserve.

Fire Chief, Tim Uttley noted that there are some Fire Code issues that have been held off on, pending a decision by Council on the future use of the Community Hall. It was indicated that the procurement for engineering would include compliance with the Fire Code.

## 7. **Closed Session**

### Resolution No. 2018-132

Moved by: Councillor Whalen

Seconded by: Councillor Jelly

Be it resolved that Council agrees to convene in Closed Session at 1:15 p.m. to discuss the following matters:

- a) **Under Section 239 (2) (b) of the Municipal Act, 2001 – personal matters about an identifiable individual;**

### Resolution No. 2018-133

Moved by: Councillor McArthur

Seconded by: Councillor Whalen

Be it resolved that Council agrees to rise with report from Closed Session at 1:35 p.m.

### **Matters from Closed Session**



- a) **Under Section 239 (2) (b) of the Municipal Act, 2001 – personal matters about an identifiable individual**

Council provided staff with direction in Closed Session.

**8. Adjournment**

*Resolution No. 2018-134*

Moved by: Councillor Jelly

Seconded by: Councillor McArthur

Be it resolved that City Council adjourns at 1:36 p.m.

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Mayor – Carman Kidd

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Clerk – David B. Treen



## THE CORPORATION OF THE TOWNSHIP OF NORWICH

February 5, 2018

Honourable Peter Milczyn, MPP  
Minister of Housing  
17th Floor - 777 Bay Street  
Toronto, Ontario  
M5G 2E5

Dear Sir

Re: Ontario Building Code Amendments

At their meeting held Tuesday January 30, 2018 the Council of the Township of Norwich passed the following resolution:

“... Whereas the Preface and Introduction to the Ontario Building Code Compendium reads such that the Code is meant to be; “essentially a set of minimum provisions respecting the safety of buildings with reference to public health, fire protection, accessibility, and structurally sufficiency,

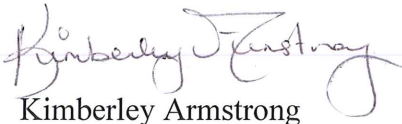
And Whereas the Ministry of Housing has for a number of years and continues to make significant changes to the scope of the Ontario Building Code to include provincial policy initiatives such as Environmental Protection, Resource Conservation, and Energy Conservation,

And Whereas these expanded roles in the Code have had significant impacts on local municipal Building Departments for additional training, staffing, and other resources required to implement such initiatives,

Therefore be it resolved that the Township of Norwich hereby requests that the Province ensure that the intent of the legislation and regulations relative to the Ontario Building Code continues to be principally for the protection of the public, and occupant health and safety in relation to the built environment, and examine other avenues for implementation of other initiatives.”

If you require further information with respect to the above noted matter, please contact the undersigned.

Sincerely



Kimberley Armstrong  
Deputy Clerk

- cc. Honourable Kathleen Wynne, Premier  
Ontario Building Officials Association CAO Aubrey LeBlanc, [cao@oboa.on.ca](mailto:cao@oboa.on.ca)  
Ms. Hannah Evans, Director, Building Development Branch, MMA  
[hannah.evans@ontario.ca](mailto:hannah.evans@ontario.ca)  
Ontario Municipalities – via email

**Ministry of  
Municipal Affairs**

Provincial Planning Policy  
Branch  
777 Bay Street, 13<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel. 416-585-6014  
Fax 416-585-6870

**Ministère des  
Affaires municipales**

Direction des politiques provinciales  
d'aménagement  
777, rue Bay, 13<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. 416-585-6014  
Télééc. 416-585-6870



**Date:** March 5, 2018

**Subject: Planning Act Regulations related to the Building Better Communities and Conserving Watersheds Act, 2017**

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Further to the email sent on February 27, 2018, I am writing to provide an update on regulations under the Planning Act related to the Building Better Communities and Conserving Watersheds Act, 2017.

The Planning Act regulations will come into effect on April 3, 2018.

New regulations under the Local Planning Appeal Tribunal Act, 2017 are also proposed and it is anticipated that they will be finalized in the near future. In the interim, please visit the [Ontario Regulatory Registry posting](#) for information on the Local Planning Appeal Tribunal Act, 2017 regulations.

Under the *Planning Act*, changes will be made to existing regulations to facilitate implementation of the Building Better Communities and Conserving Watersheds Act, 2017 changes to the land use planning and appeal system by:

- requiring explanations of how planning proposals are consistent/conform with provincial and local policies and clarify requirements for municipal notices;
- making technical changes, such as changing references from Ontario Municipal Board to Local Planning Appeal Tribunal, and amending cross-references; and
- establishing new transition provisions to set out rules for planning matters in process at the time of proclamation.

You can view copies of the amending *Planning Act* regulations on Ontario's e-Laws:

- [Ontario Regulation 67/18 "Transitional Matters – General"](#) – amending Ontario Regulation 174/16 "Transitional Matters Relating to the *Smart Growth for Our Communities Act*, 2015"
- [Ontario Regulation 68/18](#) – amending Ontario Regulation 543/06 "Official Plans and Plan Amendments"
- [Ontario Regulation 69/18](#) – amending Ontario Regulation 549/06 "Prescribed Time Period – Subsections 17 (44.4), 34 (24.4) and 51 (52.4) of the Act"
- [Ontario Regulation 70/18](#) – amending Ontario Regulation 551/06 "Local Appeal Bodies"

- [Ontario Regulation 71/18](#) – amending Ontario Regulation 200/96 “Minor Variance Applications”
- [Ontario Regulation 72/18](#) – amending Ontario Regulation 197/96 “Consent Applications”
- [Ontario Regulation 73/18](#) – amending Ontario Regulation 545/06 “Zoning By-Laws, Holding By-Laws and Interim Control By-Laws”
- [Ontario Regulation 74/18](#) – amending Ontario Regulation 544/06 “Plans of Subdivision”
- [Ontario Regulation 75/18](#) – amending Ontario Regulation 173/16 “Community Planning Permits”

## Questions

If you have any questions about the changes to the land use planning and appeal system, including the Planning Act regulatory changes, please email [OMBReview@ontario.ca](mailto:OMBReview@ontario.ca).

Sincerely,

Laurie Miller, Director  
Provincial Planning Policy Branch  
Ministry of Municipal Affairs

# NEOMA

NORTHEASTERN ONTARIO  
MUNICIPAL ASSOCIATION

PO Box 1757  
Kirkland Lake, ON  
P2N 3P4

## MUNICIPALITIES

Black River-Matheson  
Cochrane  
Fauquier-Strickland  
Iroquois Falls  
Kapuskasing  
Kirkland Lake  
Mattice-Val Cote  
Moonbeam  
Moosonee  
Opasatika  
Smooth Rock Falls  
Timmins  
Val Rita-Harty

**Mayor Tony Antoniazzi**  
President

705-567-9361 #234  
tony.antoniazzi@tkl.ca

**Mayor Michael Shea**  
Vice President

705-362-4341  
MShea@iroquoisfalls.com

**Jo Ann Ducharme**  
Secretary-Treasurer

705-567-9361 #222  
clerk@tkl.ca

March 9, 2018

Honourable Marie-France Lalonde  
Ministry of Community Safety and Correctional Services  
George Drew Building, 18<sup>th</sup> Floor  
25 Grosvenor Street  
Toronto, ON M7A 1Y6  
Email: [marie-france.lalonde@ontario.ca](mailto:marie-france.lalonde@ontario.ca)  
[registryfeedback@ontario.ca](mailto:registryfeedback@ontario.ca)

Dear Honourable Minister Lalonde

The Northeastern Ontario Municipal Association (NEOMA), represents 13 municipalities in the Northern Ontario districts of Timiskaming and Cochrane. Our member municipalities are in general supportive of the efforts to modernize the FPPA and enhance the professionalism of the Fire Services that serve Ontario communities. Local elected officials share in the Province's commitment to keep our communities safe by providing public and firefighter safety, and we are interested in finding ways to modernize fire service delivery.

However, municipalities are the sole funders of fire services in Ontario. We are very concerned about the fiscal impacts of these proposed regulations and would ask for a public provincial commitment, prior to these regulations receiving approval, for adequate financial funding for implementation so that they do not become an unfunded mandate.

We are also very aware that many small municipalities will not be able to maintain a viable volunteer fire service if the proposed Firefighter Certification regulation is instituted -- even if provincial funding is provided to assist implementation. Our volunteer firefighters are deeply committed to their communities; however, the imposition of mandatory training and examination requirement may demand too much (effort, time, and financial) for too little return from them. Our smaller communities will likely soon face the hard and public discussion of what fire services, beyond the FPPA required fire safety public education and fire prevention, can be realistically provided.



The Association of Municipalities of Ontario (AMO) represents us individually as municipal corporations. We support their petitions and concerns regarding Firefighter Certification, Community Risk Assessment, and Public Reports. We trust that the Ministry appreciates the rationale behind why key amendments are needed, and that you recognize the significant burdens and impact these regulations will have especially on small, rural and northern municipalities.

We petition that further consultation with AMO and the municipal sector is needed before finalizing the regulations to ensure that they can be implemented successfully.

Sincerely

Northeastern Ontario Municipal Association



Tony Antoniazzi, President

cc. AMO  
John Vanthoff, Timiskaming MPP  
Gilles Bisson, Cochrane, MPP



## Dave Treen

---

**From:** noreply@esolutionsgroup.ca on behalf of rose.jobin-white@cnib.ca  
**Sent:** March-08-18 12:48 PM  
**To:** Dave Treen  
**Subject:** CNIB 100 Years Old

CNIB is celebrating a century of change. Since we were founded in 1918 by veterans who were blinded in World War I and the Halifax Explosion, we have been creating programs, providing services and advocating to change the lives of people with sight loss – from children and youth, to adults and seniors. Today, we are Canada’s leading sight loss service organization.

To commemorate our centennial, CNIB is celebrating through honouring and storytelling, with a focus on the people – past and present – who have contributed to changing what it is to be blind today. We are celebrating:

- the dignity, the struggles and achievements of people with sight loss,
- the generosity and vision of our donors and community partners,
- the dedicated work of our staff and volunteers to create programs, provide services, raise awareness and advocate for social change, and
- the transformative work of the innovators who have developed technologies and products that have revolutionized the lives of people who are blind and partially sighted.

We would like to celebrate in the lobby of City Hall on Wednesday, April 25 if possible along with a proclamation and flag ceremony. CNIB staff would be on hand with interactive activities throughout the day along with cake of course!

Thank you for considering this once-in-a-century opportunity. If you have any questions please do let me know. I look forward to hearing from you.

I can be reached at 1-888-675-2468 ext. 5418.

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Origin: [https://linkprotect.cudasvc.com/url?a=http://www.temiskamingshores.ca/en/city-hall/Contact-Us.asp%3f\\_mid\\_%3d17629&c=E,1,o-RXERx9qYRotSkaHh5jrj7uBNNfnHGzQzNhe4TIh3lud2pvAuw5g5vulwabz9PWuOtrkJBr-M5R6vo5JhEKtfk0rTIIAgBAq8dF9\\_Q9tvzlgqVeM1h9frU,&typo=1](https://linkprotect.cudasvc.com/url?a=http://www.temiskamingshores.ca/en/city-hall/Contact-Us.asp%3f_mid_%3d17629&c=E,1,o-RXERx9qYRotSkaHh5jrj7uBNNfnHGzQzNhe4TIh3lud2pvAuw5g5vulwabz9PWuOtrkJBr-M5R6vo5JhEKtfk0rTIIAgBAq8dF9_Q9tvzlgqVeM1h9frU,&typo=1)  
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This email was sent to you by Rose Jobin-White<[rose.jobin-white@cnib.ca](mailto:rose.jobin-white@cnib.ca)> through [https://linkprotect.cudasvc.com/url?a=http://www.temiskamingshores.ca/.&c=E,1,dUO41Jn8kN1AmdzAzyxAufJmF3PqcrgoxxU1RHawXOICPCdKQzO9SCImkLfkqV20hUvBht2wFJmcZNSlz7CY9CGWcUudOy9ZcUTnzOVfKfXyEcfu2Uq\\_BGcf4,&typo=1](https://linkprotect.cudasvc.com/url?a=http://www.temiskamingshores.ca/.&c=E,1,dUO41Jn8kN1AmdzAzyxAufJmF3PqcrgoxxU1RHawXOICPCdKQzO9SCImkLfkqV20hUvBht2wFJmcZNSlz7CY9CGWcUudOy9ZcUTnzOVfKfXyEcfu2Uq_BGcf4,&typo=1)



March 14, 2018

## Canada-Ontario Sign Infrastructure Program Agreement

### Investing in Canada Infrastructure Program – Phase 2

The Bilateral Framework Agreement (IBA) was signed today. It outlines the terms and conditions for \$11.8 billion in federal funding over the next 10 years. Ontario's contribution is \$10 billion, which is in addition to other infrastructure funding programs such as OCIF.

The Canada Infrastructure Program has four (4) funding streams:

<b>Public Transit</b>	<b>Green</b>	<b>Community, Culture and Recreation</b>	<b>Rural &amp; Northern Community</b>
<i>Federal</i> \$8.3 b	\$2.8b	\$407m	\$250m
<i>Provincial</i> 6.8 b	\$2.3b	\$335m	\$206m

Generally, the sharing ratios are 40-33-27% (federal, provincial and municipal) with some variation. Each funding stream is profiled over 10 years.

We understand that municipal governments will want to know more about federal eligibility requirements and we will provide more details on the IBA as soon as possible. We do know that the Agreement is framed on a project approvals process and outcomes reporting which is the case with Phase 1.

Since the Public Transit fund is based on a population and ridership formula, we understand that these municipal governments will receive information on the federal and provincial contributions shortly.

The Province's News Release [Backgrounder](#) contains information on expected outcomes when a project is completed. This will give you some immediate insight on type of projects as municipal governments start to contemplate how the funding might help.

Again, more details including when and how projects can be submitted will emerge over the coming weeks.

#### **AMO Contact:**

Monika Turner  
Director of Policy,

Dear Mayor Carman Kidd,

Thank you very much for selecting me as the recipient for the prestigious City of Temiskaming Shores Bursary. It is generous people like you that help relieve some of the financial stress that comes along with postsecondary education. The heavy financial burden of medical school can cause high levels of stress and anxiety, but your award has allowed me to focus and dedicate my time to my studies. Growing up in Temiskaming Shores instilled the importance of community within me and I hope to return to the area to practice medicine and raise a family upon graduation. I would sincerely like to thank you again for your generous contribution and recognition of my hard work.

Thanks again,

Brooke Wilson  
Brooke Wilson.



Ministry of  
Transportation

Office of the Minister

Ferguson Block, 3<sup>rd</sup> Floor  
77 Wellesley St. West  
Toronto ON M7A 1Z8  
416 327-9200  
[www.ontario.ca/transportation](http://www.ontario.ca/transportation)

Ministère des  
Transports

Bureau de la ministre

Édifice Ferguson, 3<sup>e</sup> étage  
77, rue Wellesley Ouest  
Toronto ON M7A 1Z8  
416 327-9200  
[www.ontario.ca/transports](http://www.ontario.ca/transports)



**FEB 22 2018**

M2018-595

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

Dear Mayor Kidd:

I would like to thank you and your delegation for meeting with me at the 2018 ROMA AGM and Annual Conference.

I appreciated the opportunity to hear about the transportation issues that are vital to your community, and was pleased with our engaging and productive discussion.

As Minister of Transportation, I look forward to continue working with municipal partners to build an integrated, efficient and sustainable transportation system that will support a competitive economy and a high quality of life for all Ontarians.

Thank you again for meeting with me at ROMA 2018. If you have any questions, feel free to contact my Policy Advisor Jonathan Sweeney-Bergen at 416-327-3481 or [Jonathan.Sweeney-Bergen@ontario.ca](mailto:Jonathan.Sweeney-Bergen@ontario.ca).

Sincerely,

A handwritten signature in blue ink that reads "Kathryn McGarry". The signature is written in a cursive, flowing style.

Kathryn McGarry  
Minister

February 21, 2018

Mayor Carmen Kidd  
325 Farr Drive  
P.O. Box 2050  
Haileybury ON P0J 1K0



Dear Mayor Carmen Kidd,

As you may be aware, there have been some changes here at the North East LHIN. I've recently started as CEO, taking the reigns over from Interim CEO Kate Fyfe, who did a tremendous job in steering our LHIN ship over the past seven months, including engaging with Northerners to draft our renewed strategic direction -- *"To improve the health of our population by building capacity to increase access to quality integrated care for Northerners, including Francophone and Indigenous people"* (see attached).

While I'm not new to health care, having served in leadership positions in a variety of settings including three hospitals, a long-term care home and a LHIN, I am looking forward to learning more about the experiences of Northerners with our health care system, the work of North East LHIN health service providers, as well as what you hear from your residents.

Over the course of the next several months I will be travelling to communities across the region to meet with fellow Northerners, health service providers and partners to learn about how we may, together, improve our Northeastern Ontario health care system. I would be most pleased to have you join me in a health care engagement within or close to your community and I will be sure to advise you in advance. I welcome the opportunity to learn your thoughts on how we can work together to improve the patient experience, system performance, and ultimately the health and wellness of people living in Northeastern Ontario.

I look forward to connecting with you soon.

Best regards,

A handwritten signature in blue ink, appearing to read "J. Stevenson".

Jeremy Stevenson,  
North East LHIN Chief Executive Officer



**ARE YOU THINKING OF RUNNING FOR MUNICIPAL COUNCIL?**

## **ELECTION DAY: OCTOBER 22, 2018**

Ministry of Municipal Affairs will be holding pre-election information sessions in the Timiskaming District

**Cobalt** ~ Wednesday, April 4, 2018

**Kirkland Lake** ~ Thursday, April 5, 2018

### **Cobalt**

Cobalt Community Hall  
18 Silver Street  
6:00 pm

### **Kirkland Lake**

Heritage North  
450 Government Rd W  
6:00 pm

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



Tel: (705) 672-3363  
Fax: (705) 672-3200  
[www.temiskamingshores.ca](http://www.temiskamingshores.ca)

March 12, 2018

Bruce Strapp  
Executive Director  
Northern Ontario Heritage Fund Corporation  
Suite 200, Roberta Bondar Place  
70 Foster Drive  
Sault Ste Marie, Ontario

Dear Bruce

I am saddened to hear of your retirement as Executive Director of the NOHFC, but hopeful that you can relax and enjoy, a much deserved rest. The City of Temiskaming Shores greatly appreciates all your efforts, on our behalf, over the last eight years. Much of our economic development in our area, could not have been achieved, without the assistance of you, your staff, and the programs offered by the NOHFC.

We have had much success in upgrading our infrastructure, and positioning ourselves for future development, in our Commercial and Industrial areas.

My council and staff, thank you very much, for your work, with your board, and the staff, of the NOHFC, and please accept our best wishes on your retirement.

Sincerely

A handwritten signature in black ink, appearing to read 'Carman Kidd'. The signature is fluid and cursive, with a large initial 'C' and 'K'.

Carman Kidd  
Mayor  
City of Temiskaming Shores

CC Minister Michael Gravelle

**Minister of  
Seniors Affairs**

Office of the Minister

6<sup>th</sup> Floor  
400 University Avenue  
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Fax: (416) 325-4787

**Ministre des Affaires  
des personnes âgées**

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



March 2018

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

Dear Sir/Madam:

**Re: Ontario Age Friendly Community Recognition Award  
File Number: 2018-021**

I am delighted to inform you that the **City of Temiskaming Shores** has been selected to receive the 2018 Ontario Age-Friendly Community Recognition Award under Category 2. The Award has been established to celebrate the work of Ontario communities that are striving to become age-friendly and to showcase promising practices across the province.

It is my pleasure to invite you to the inaugural Age Friendly Community (AFC) Symposium on March 26, 2018. Leading experts and community representatives will present their work, and attendees will engage in a number of activities designed to support one another and spark new ideas. At this event, the Awards will also be presented, and your community will be one of the recipients.

Age-friendly communities are characterized by accessible and inclusive environments, both physical and social, that enable seniors to live independent, healthy and active, safe and socially connected lives. Communities selected for the Award demonstrate a strong commitment to key principles for creating age-friendly communities, including engagement with local seniors, collaboration with a diversity of community partners, and significant impact on the local community.

Formal recognition from Ontario enables your community to have access to streamlined eligibility for national recognition through the Pan-Canadian AFC Recognition Framework developed by the Public Health Agency of Canada (PHAC). PHAC's endorsement will also trigger the World Health Organization to invite your community to join its *Global Network of Age-Friendly Cities and Communities*.

As a recipient of this award, your community's initiative will also be showcased on the websites of both the provincial government: [www.ontario.ca/seniors](http://www.ontario.ca/seniors), and the Age-Friendly Communities Planning Outreach Initiative: [www.agefriendlyontario.ca](http://www.agefriendlyontario.ca). We encourage you to connect with the AFC Outreach Initiative team and other communities engaged in age-friendly initiatives to share ideas and best practices.

The AFC symposium, the first of its kind in the province, will honour both urban and rural regions, including multicultural and Indigenous communities. We hope you'll join us.

To confirm your attendance, please register at: [afc2018en.eventbrite.ca](http://afc2018en.eventbrite.ca). I also ask that you contact Ellen Yachnin at (416) 326-4918 or [ellen.yachnin@ontario.ca](mailto:ellen.yachnin@ontario.ca) by Monday March 19, 2018, to notify us who will be attending to receive the award.

Your community may wish to consider hosting a local event to honour the efforts of individuals and organizations that have contributed to the success of the City of Temiskaming Shores. A celebratory event can also be an opportunity to raise awareness and build support among local citizens, businesses and organizations for your initiative.

Congratulations on your achievements, and thank you for your commitment to creating an age-friendly Ontario. Your efforts make Ontario a better place for seniors and help to strengthen our communities and our province.

Yours truly,

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

Dipika Damerla  
Minister

cc. John Vanthof, MPP (Timiskaming-Cochrane)



# 2018 ONTARIO PRE-BUDGET SUBMISSION

## A Modern, Sustainable Approach for Ontario's Libraries

### Ontario's libraries play a **critical role** in communities and schools across Ontario

Ontario's libraries and library staff are helping millions of Ontarians improve their well-being, reach their potential, and gain meaningful social connections and learning experiences. Whether in their schools or in their communities, libraries reach millions of Ontarians through a wide range of impactful resources and programs.

#### Did You Know?

- ✓ Every year, **4.2 million Ontarians** of all ages access 242,000 programs through their local public library.<sup>1</sup>
- ✓ Every dollar invested in libraries generates over \$6 in local economic impact benefitting regular Ontarians.<sup>2</sup>

That's why libraries and librarians in communities, schools, universities and colleges throughout Ontario are an essential resource for helping residents and students succeed.

## OUR RECOMMENDATIONS

The Ontario Library Association (OLA) and Federation of Ontario Public Libraries (FOPL) recommend **three funding priorities** that are essential for ensuring a modern, sustainable library sector in Ontario.

- Provide sustainable, predictable funding for all public and First Nations libraries across Ontario by increasing annual base funding from \$33 million to \$50 million - **an increase of \$17 million in annual funding.**
- Dedicate **\$25 million in new, annual funding** for the development and implementation of **Ontario's Digital Library.**
- Mandate the use of **funding allocated by the Ministry of Education for school libraries and teacher-librarians** for its intended purpose. This will inject **an estimated \$100 million in annual funding** to school libraries across Ontario **without requiring any new provincial funding**, while ensuring that school libraries get their fair share.

## **Ontario's libraries need a new, modern, comprehensive funding model**

The current provincial funding approach is threatening the long-term sustainability of libraries across Ontario. Insufficient funding and an ineffective, patchwork approach means that many libraries are struggling to keep up, leaving many communities and schools at risk of falling further behind.

**Funding for libraries has fallen far below what is needed to maintain a modern and innovative library system across Ontario.** A sharp and steady decline in provincial support over the past 20 years is at the root of this growing crisis.

This dramatic decline in library resources and staff is eroding the impact of the province's major investments in education, children and youth services, and newcomer and employment supports made during the same period. Libraries across the province are having to make tough decisions about how they can continue to serve the needs of their community.

**It is time for the Ontario Government to return to its historic leadership role** in supporting Ontario's public and school libraries with a modernized, sustainable funding model to respond to the changing needs of residents, students & local communities.

# THE IMPACT OF A NEW FUNDING MODEL FOR ONTARIO'S LIBRARIES

These proposed recommendations **will address the needs of a modern and innovative library system** that is responsive to the diverse and evolving role of libraries as local change agents.

Libraries are Ontario's **farthest-reaching, most cost-effective resource** for empowering positive change on provincial priorities by:

- **Supporting high-quality education**, in providing students with the guidance of dedicated teacher and academic librarians, assistance in developing literacy skills, and access to cutting-edge digital resources for lifelong learning;
- **Reducing the impacts of poverty**, through access to community resources and supports, as well as giving all children and youth the chance to participate in rich and accessible programming delivered by passionate librarians and library staff; and,
- **Fostering community economic development**, by providing business development and job skills programming for adults and youth, as well as providing space and resources to help entrepreneurs, newcomers and rural Ontarians.

## **Mustafa (London, Ontario)**

*When Mustafa was new to Canada, he spent every day learning English so he could work and support his family. He says: "You have to be fluent in the language or you can't make it, you can't get a job. My goal was to be able to listen, to understand and communicate with people. Even for a taxi driver, I had to pass an English test."*



*After attending English classes in the morning, Mustafa would come to the library to use Rosetta Stone, and borrow books and CDs from the ESL collection to take home. Remembering the first time he came to the library, Mustafa says: "I knew just a few words and I think they hardly understood what I was asking for, but they helped me. Now I encourage every newcomer to go to the library. I know they will get help for sure."*

While provincial priorities may be similar, local implementation and needs are diverse. **Predictable and flexible funding will let libraries make sustainable decisions that best respond to the needs of their local communities and users**, while delivering positive impacts consistent with the province's priorities.

Implementing a modernized, sustainable and predictable funding model for Ontario's libraries will **protect Ontario's investments** in education and poverty reduction by:

- Ensuring that all Ontarians benefit from **equitable, world-class resources** in their local community or school, regardless of where they live;
- Maximizing the impact of the provincial government's **landmark investments in elementary, secondary and post-secondary education**;
- Supporting the collaborative **development of world-class digital resources** available to all Ontario libraries, residents and students;
- Empowering **impactful, long-term** planning and program development responsive to **local community and school needs, as well as provincial priorities**;
- Facilitating **ongoing, multi-ministerial collaboration** with Ontario's library systems to maximize impact and identify emerging needs and opportunities.

**Ontario can provide every resident and student with comprehensive and diverse library resources - regardless of where they live.** Leveraging trust in and the reach of Ontario's libraries with help level the playing field and increase equity for hundreds of thousands of Ontarians and their families - in education, economic development and poverty reduction.

### **Jon & Tomio (Brantford, Ontario)**

*Jon is a Grade 10 student at Brantford Collegiate and an avid reader of adventure fiction. He has been a regular patron of the library since his first day of Grade 9. He enjoys reading and hanging out on the comfortable couches. According to Jon, "I come here because it is a welcoming space. It is calm and relaxing...most of the time." In a high school with a population of over 1300 teens, it's important to provide a safe haven.*



*Tomio is a Grade 10 student who can be found in the Library before and after school and on his lunch hour, working, reading e-books on his Kobo and solving the many puzzles we have out for student use. He loves the library because, "I come here to do a LOT of homework. I have a laptop at home, but it's old ...so the library computers are much faster."*

## **Ontario Library Association / Federation of Ontario Public Libraries**

The **Ontario Library Association (OLA)** is the oldest continually-operating non-profit library association in Canada, with over 5,000 members comprised of library staff and supporters from public, school, academic, and special libraries.

The **Federation of Ontario Public Libraries (FOPL)** represents 246 public library systems in Ontario, including 45 First Nations public libraries, in communities throughout the Province.

Together, OLA & FOPL are committed to ensuring that libraries are able to continue to play a critical role in the social, education, cultural and economic success of our communities and schools.

# APPENDIX A - Budget Details

## Recommendation A

*Provide sustainable, predictable funding for all public and First Nations libraries across Ontario by increasing annual base funding from \$33 million to \$50 million - **an increase of \$17 million in annual funding.***

### Context for Recommendation

Public and First Nations libraries are important cultural institutions and essential community hubs for all Ontario residents. It's no surprise that **libraries are consistently among Ontario's most trusted institutions.**<sup>3</sup> Libraries are local and can adapt to the unique needs of a community. **Public libraries reach over 98% of Ontario residents, and 3 out of 4 Ontarians access their local public library.**<sup>4</sup>

However, funding for these libraries has fallen far below what is needed to maintain a modern and innovative library system across Ontario. A sharp decline in provincial support is at the root of this growing crisis: the net present value (NPV) of **Ontario's investment in public libraries has decreased by over 60%** over the past 20 years.

Municipal governments are responsible for the largest share of public library base funding - typically comprising about 96% of public library budgets. The Ontario government provides smaller but important support for public libraries through the Public Library Operating Grant (PLOG) which averages 4% of public library funding. It is apportioned based on population and involves accountability through several annual reports, as well as reporting on any special short-term grants. Prior to 1996, the PLOG was set at \$64 million per year, apportioned by population, thereby providing libraries across Ontario with effective provincial support. In 1996, it was suddenly reduced by 50% to \$32,000,000. Despite inflation, changes in technology and the increasing importance of libraries in contributing to local community well-being, **there has been no increase to the PLOG in the past 20 years.** Occasional, one-time grants over the past decade do not make up the difference, as libraries are forced to make short-term, "use it or lose it" decisions rather than long-term, strategic investments.

Despite these significant funding decreases, libraries have made meaningful efforts to use innovation and technology to make library resources more accessible and responsive to changing community needs.

### Supporting Provincial Priorities

Public and First Nation Libraries are critical to the achievement of many of the Ontario government's priorities and policies. As one of the largest cultural institutions in the province; libraries are essential hubs for hundreds of communities across Ontario; they

support newcomers and refugees; provide frontline employment, economic and social engagement services; are key to achieving Ontario's ambitious early and middle years, youth, digital, school and college readiness goals. For more than 1 in 4 Ontarians, libraries are a key access point for the internet and participation in the digital economy and e-government resources<sup>5</sup>.

### **Investment Outcomes**

Increasing annual base funding for public and First Nations libraries will empower libraries across Ontario to address immediate issues, as well as support long-term planning to address the evolving needs of our communities, including:

- Access to the growing suite of digital government resources and quality, proprietary digital information resources supporting Science, Technology, Engineering, the Arts and Mathematics (STEAM) initiatives for students.
- Access to health information in partnership with local health agencies and avoidance of emergency visits.
- Support for re-training and online education, employment support, and small business support.
- Increasing social and educational equity for small, rural and First Nation communities.
- Equitable, reliable access to the internet at all libraries across the province (25% of Ontarians do not have access at home)

## **Recommendation B**

*Dedicate **\$25 million in new, annual funding** for the development and implementation of **Ontario's Digital Library**.*

### **Context for Recommendation**

Currently being studied by the Ministry of Tourism, Culture and Sport, the creation Ontario's Digital Library will **provide all Ontarians with equitable and seamless access to a suite of high quality databases and learning resources, no matter where they live in Ontario**. Unlike Alberta, British Columbia, and Saskatchewan, Ontario does not currently have a centralized digital resource foundation or province-wide strategy for leveraging costs and licensing databases and e-learning resources across all school boards and public libraries.

Stable, ongoing funding is necessary to ensure that Ontario's Digital Library is professionally managed and responsive to new technology and emerging resources. Rather than starting from a blank slate, it will utilize the relationships and professional licensing expertise of existing partners (for example, Southern Ontario Library Services (SOLS) and OLS-North, Our Ontario and the Ontario Heritage Society) for ongoing management and oversight, working in collaboration with the Ministry of Education and the Ministry of Tourism, Culture & Sport to ensure a comprehensive suite of digital resources.

### **Supporting Provincial Priorities**

The issue of equitable access to broadband services is a long-term fix for our province's residents. All public libraries in the province provide access to Internet resources and services and serve to level the playing field. Libraries are a key component for equitable access for all in the digital and knowledge economy, and ensuring that in an era of digital misinformation, all Ontarians have access to verifiable, academically-rigorous information resources.

Investing in the establishment and operation of Ontario's Digital Library will provide fair access for northern, small, rural and First Nations communities and school boards that struggle with funding these costly resources on their own.

### **Investment Outcomes**

Establishing Ontario's Digital Library will ensure that all Ontario residents and students throughout the province will have access to leading, in-depth and world-class digital resources. These would include:

- Cost-effective, lower cost per resident, efficiently delivered;
  - e-learning resources that support digital literacy, business learning and personal development, and



- research resources that support student homework, study and adult lifelong learning.
- Heritage resources and multimedia such as provincial and local history, archives, maps, photographs, genealogy, and more.
- Cultural resources such as archives, video, audio, music, dance, etc. reflecting diverse communities and First Nations.
- Partnerships with cultural and local history societies and museum collections.
- High-quality, evidence-based databases that support good decision-making by community organizations and businesses.

## Recommendation C

*Mandate the allocation of **adequate funding for school libraries** as recommended by the Ministry of Education. This represents the equivalent of a critical injection of **an estimated \$100 million in annual funding** to school libraries across Ontario **without requiring any new provincial funding.***

### Context for Recommendation

Ontario students are losing access to libraries and library-based resources. For example, **only 52% of elementary schools have a teacher-librarian - either full- or part-time - down from 80% only 20 years ago.** The situation in **Northern Ontario is especially dire: only 11% of elementary schools have these specialized staff.**<sup>6</sup> Because resources allocation is determined at a board-level, some boards, including the Ottawa Catholic District School Board, have made board-wide decision to go so far as to no longer hire Teacher-Librarians in their elementary schools, in direct contradiction of Ministry of Education recommendations. Students are rapidly losing access to a critical learning resource previously available for generations.

The Ministry of Education has an established funding formula that recommends a ratio of 1 elementary teacher-librarian per 763 Elementary pupils, and 1 teacher-librarian per 909 secondary pupils. This falls short of the Canadian School Library Association recommended ratio of one teacher-librarian to 567 students<sup>7</sup>. However, because the funding is not currently mandated by the Ontario Government, school boards are not even allocating the recommended funding to teacher-librarians.<sup>8</sup> As noted in the Auditor General's annual report, school boards are frequently failing to report to the Ministry of Education how these allocated funds are being spent.<sup>9</sup> Across the province, we estimate that approximately 50% of funds that are recommended for teacher-librarians are being otherwise allocated by school boards.

It is important to recognize the critical role school libraries play in supporting Ontario's student achievement goals by requiring, rather than recommending, that annual funds currently allocated by the Ministry of Education to school boards for school libraries and teacher-librarians are spent on these prescribed priorities.

### Supporting Provincial Priorities

Access to libraries and teacher-librarians has a demonstrable impact on the learning outcomes of students across Ontario. Schools with trained library staff are more likely to see better reading outcomes on the Grade 3 and 6 EQAO assessments.<sup>10</sup> Conversely, the steep decline in the percentage of Ontario children who report that they enjoy reading - from 76% in 1997 to 47% in 2018 - closely aligns with the declining presence of teacher-librarians in Ontario schools over the same period.<sup>11</sup>

The existing shortfall in funding for libraries and teacher-librarians is having far-reaching impacts on student performance and outcomes, including post-secondary readiness. College and university librarians are increasingly reporting significant differences in information literacy skills between students graduating from secondary schools with resourced school libraries and teacher-librarians, and those without.

Mandating the allocation of adequate funding for school libraries will provide students across the province with the library resources they need to collectively achieve the outcomes envisioned in Ontario's extensive education and post-secondary education investments.

### **Investment Outcomes**

Equitable access to a properly staffed school library is an essential component of student success. Teacher-librarians have specialized skills to support the implementation of new curriculum and teaching strategies by co-planning, co-teaching and, co-assessing with teaching partners.

Teacher-librarians and access to properly resourced school libraries:

- Promotes critical information literacy and research skills;
- Fosters students' love of reading, which research has shown has a positive impact on:
  - literacy scores,
  - success in science and math, and
  - students social and civic engagement;<sup>12</sup>
- As leaders on digital content, promotes digital literacy and digital citizenship by acting as a technology mentor and coach for all staff and students;
- Creates a welcoming and safe space within schools; and
- Curates balanced library collections in diverse formats to serve all learners.

## APPENDIX B – Further Resources

**[Canadian Library Association. \*Leading Learning\*. Ottawa: Canadian Library Association, 2014](#)**

<http://llsop.canadianschoollibraries.ca/>

**[Ontario Library Association. \*Access to Information for Ontarians: Leveraging and Providing E-Resources for All Ontario Students\*. Toronto: Ontario Library Association, 2016.](#)**

<http://www.accessola.org/web/Documents/OLA/issues/2016/E-ResourceStrategyBudgetAsk.pdf>

**[Ontario Library Association. \*First Nations Public libraries in Ontario\*. Toronto, Ontario Library Association, 2017.](#)**

[http://www.accessola3.com/index.php?app=core&module=attach&section=attach&attach\\_id=3719](http://www.accessola3.com/index.php?app=core&module=attach&section=attach&attach_id=3719)

**[Ontario Library Association. \*Information Brief: E-Resources in Ontario's Public, School and Academic Libraries\*. Toronto, Ontario Library Association, 2017.](#)**

[http://www.accessola.org/web/Documents/OLA/issues/Information%20Briefs/Information-Brief\\_e\\_resources\[1\].pdf](http://www.accessola.org/web/Documents/OLA/issues/Information%20Briefs/Information-Brief_e_resources[1].pdf)

**[Ontario School Library Association. \*Together for Learning: School Libraries and the Emergence of the Learning Commons\*. Toronto: Ontario Library Association, 2010](#)**

<https://www.accessola.org/web/Documents/OLA/Divisions/OSLA/TogetherforLearning.pdf>

**[People for Education. \*Libraries. People for Education, 2017\*](#)**

<https://peopleforeducation.ca/wp-content/uploads/2017/06/P4E-Libraries-2017.pdf>

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<sup>1</sup> Molyneux, Robert E., and Stephen Abram. Ontario Public Library Operating Data 2006-2015 Overview, Primer on Library Statistics and Collected Tables. Toronto: Federation of Ontario Public Libraries, 2017.

<sup>2</sup> Stolarick, Kevin and Kimberly Silk. So Much More: The Economic Impact of the Toronto Public Library on the City of Toronto. Toronto: Martin Prosperity Institute, 2013.

<sup>3</sup> Ministry of Tourism, Culture & Sport. Sector Profile: Public Libraries. Toronto: Government of Ontario, 24 Mar. 2016. Accessed 30 Oct. 2017.

<sup>4</sup> Ministry of Tourism, Culture & Sport. Ontario Public Library Statistics. Toronto: Government of Ontario, 1999-2015. Ontario's Data Catalogue. Accessed 30 Oct. 2017.

<sup>5</sup> Federation of Ontario Public Libraries Research. Presentation on the Market Probe Public Opinion Poll 2015 Survey. Toronto: 2016.

<sup>6</sup> People for Education. Competing Priorities (Annual Report on Ontario's Publicly Funded Schools 2017). Toronto: People for Education, 2017.

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<sup>7</sup> Canadian Association for School Libraries, *Achieving Information Literacy - Standards for School Library Programs in Canada*. Ottawa: Canadian Association for School Libraries, 2003.

<sup>8</sup> People for Education. *Competing Priorities (Annual Report on Ontario's Publicly Funded Schools 2017)*. Toronto: People for Education, 2017.

<sup>9</sup> Office of the Auditor General of Ontario. *Annual Report 2017*. Toronto: Government of Ontario, 2017.

<sup>10</sup> People for Education & Queen's University Faculty of Education. *School Libraries and Student Achievement in Ontario*. Toronto: Ontario Library Association, 2006.

<sup>11</sup> Ministry of Children & Youth Services. *Gearing Up: A Strategic Framework to Help Ontario Middle Years Children Thrive*. Toronto: Government of Ontario, 2017.

<sup>12</sup> People for Education, *Reading for Joy*, 2011. Toronto: People for Education, 2011.



# New Liskeard Figure Skating Club

CLUB NO. 1000315

P.O. BOX 1914

NEW LISKEARD, ONTARIO P0J 1P0



February 27, 2018

Dear Carman,

The James Bay Competition at the end of January was a great success. Skaters who came from all over Northeastern Ontario and Northwestern Quebec seemed to really enjoy the competition on the ice as well as the camaraderie off the ice.

The efforts of the organizing committee and the numerous volunteers who worked hard to make this event a success were much appreciated.

Lastly, the area businesses, service clubs, restaurants, hotels and various groups were very generous with their contributions. This financial support on your part means that we can continue to offer skating programs to the children of the area at a reasonable price.

Our annual ice show this coming weekend (March 3) marks the end of our winter school, but our 80<sup>th</sup> Anniversary (1938-2018) celebrations will continue throughout the remainder of the year.

Thank you for helping to make these events a success and thank you for your support. Please find enclosed a receipt in the amount of your contribution. If you need more information regarding your donation and the ad that was published in our programs, please feel free to contact me at the address below.

Warmest personal regards,

*Thérèse*

Thérèse Bain

(New Liskeard Skating Club fundraising chairperson) baintherese@gmail.com

And thank you for attending  
our Opening Ceremony.  
The guys at the Aренд (Paul's team)  
were so helpful and good-humoured.



March 16, 2018

Ontario Clean Water Agency  
Process & Compliance Office  
31 Station Rd N, P.O Box 549  
Kirkland Lake, ON P2N 3J5

**Regarding: Temiskaming Shores Water and Wastewater Facilities**

**Attention: All Temiskaming Shores Cluster Staff**

Ontario Regulation 128, made under the Safe Drinking Water Act, requires that an 'Overall Responsible Operator' shall be designated for a drinking water system. OCWA has designated Claude Mongrain as the Overall Responsible Operator for the Haileybury and New Liskeard Drinking Water Systems. In Claude's absence Victor Legault will be the Overall Responsible Operator.

Ontario Regulation 129, made under the Ontario Water Resources Act, requires that an 'Overall Responsible Operator' shall be designated for a waste water system. OCWA has designated Claude Mongrain as the Overall Responsible Operator for the Haileybury Sewage Treatment System, the North Cobalt Sewage Lagoon System and the New Liskeard Lagoon. In Claude's absence, Victor Legault will be the Overall Responsible Operator.

OCWA has designated Victor Legault as the ORO for the New Liskeard Sewage Collection System. In Vic's absence, Claude Mongrain will be the Overall Responsible Operator.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Yvan'.

Yvan Rondeau  
Safety, Process and Compliance Manager  
North Eastern Ontario Hub

Cc: Eric Nielson, Victor Legault, Claude Mongrain, Ilona Bruneau; Ontario Clean Water Agency  
Steve Burnett, Doug Walsh, and Chris Oslund; City of Temiskaming Shores

## 1. CALL TO ORDER

Meeting called to order at 1:13 P.M.

## 2. ROLL CALL

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

## 3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- None

## 4. APPROVAL OF AGENDA

Recommendation PPP-2018-001

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee agenda for the January 18, 2018 meeting be approved as printed.

**CARRIED**

## 5. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PPP-2018-002

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee minutes of the November 27, 2017 meeting be adopted as presented.

**CARRIED**



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

- None

**7. PRESENTATIONS**

- None

**8. CORRESPONDENCE**

- None

**9. FIRE AND EMERGENCY SERVICES**

**a) Monthly Activity Report**

The committee reviewed the department's report for the month of December.

**b) Proposed amendment to By-law 2012-039-Fees By-Law – Discussion**

Recommendation PPP-2018-003

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee hereby supports the recommendation that the Fire Response Fees – Indemnification Technology outlined within Schedule “C” to By-Law No. 2012-039 be amended to read as follows: “Current MTO Vehicle/Emergency rates, plus any additional costs to the Fire Department or the City of Temiskaming Shores for each and every call”.

**CARRIED**

**c) Deputy District Chief and Captain positions appointments – Discussion**

The Department conducted the process to fill the Deputy District Chief and Captain vacancies with a recommendation for appointment going to Council at the February 6, 2018 regular Council meeting.

**d) Discussion on SCBA RFP/Specification release**

The Fire Chief circulated the first draft today for the Self –Contained breathing apparatus (SCBA) replacement RFP. Each station will have the opportunity to review and comment prior to releasing the RFP. The Fire Chief will report back to the committee at an upcoming meeting.

e) 2018 Lifestyles: Burning Permits/Animal Tags

Recommendation PPP-2018-004

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee hereby supports reducing the rates on Animal Tags and Burning permits at the 2018 lifestyles event.

**CARRIED**

**10. BUILDING / BY- LAW**

a) Interior property standards (rental units)

Chris Oslund made the committee aware of two recent property standard incidents that left residents without water and sewer services. Chris noted that as per new legislation, effective July 1<sup>st</sup>, 2018, Municipalities will be responsible in addressing / investigating Rental Unit Interior Property Standards. The province initially advised that training opportunities would be available however as of yet the City has not been made aware of any training sessions supporting the new legislation. The committee directed staff to draft correspondence seeking an update on training opportunities.

**11. COMMUNITY GROWTH & PLANNING**

a) Zoning By-law – Update

The Planner indicated that there have been no appeals since the implementation of the new Zoning By-law on January 1, 2018 and the appeal period is set to expire on January 23, 2018.

**12. ADMINISTRATION REPORTS**

- PPP-001-2018 : Volunteer Officer Appointments
- 002-2018-PPP : Fire Response Fees

**13. CLOSED SESSION**

Recommendation PPP-2018-005

Moved by: Mayor Carman Kidd

Be it resolved that:

The Protection to Persons and Property Committee convenes into Closed Session at 1:50 p.m. to discuss the following matter:

a) Under Section 239 (2) (f) of the Municipal Act, 2001 – advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

- St. Joseph Affordable Housing

**CARRIED**

Recommendation PPP-2018-006  
Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee rise without report at 2:17 p.m.

**CARRIED**

#### **14. SCHEDULE OF MEETINGS**

The next Protection to Persons and Property Committee meeting is scheduled for February 22, 2018 starting at 1:00 PM.

#### **15. ADJOURNMENT**

Recommendation PPP-2018-007  
Moved by: Mayor Carman Kidd

Be it resolved that:

The Protection to Persons and Property Committee meeting is adjourned at 2:18 P.M.

**CARRIED**

\_\_\_\_\_  
**CHAIR**

\_\_\_\_\_  
**RECORDER**

## 1. CALL TO ORDER

Meeting called to order at 1:01 PM

## 2. ROLL CALL

- Mayor Carman Kidd (regrets)  Jennifer Pye, Planner
- Councillor Mike McArthur  Tim Uttley, Fire Chief
- Councillor Doug Jelly  Shelly Zubycck, Director of Corporate Services
- Chris Oslund, City Manager  Kelly Conlin, Executive Assistant
- Clayton Seymour, Chief Building Official

## 3. REVIEW OF REVISIONS OR DELETIONS TO AGENDA

- Under Section 11 – item b) BIA Update

## 4. APPROVAL OF AGENDA

Recommendation PPP-2018-008

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee agenda for the February 22, 2018 meeting be approved as amended.

**CARRIED**

## 5. REVIEW AND ADOPTION OF PREVIOUS MINUTES

Recommendation PPP-2018-009

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee minutes of the January 18, 2018 meeting be adopted as presented.

**CARRIED**

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

- None

**7. PRESENTATIONS**

- None

**8. CORRESPONDENCE**

- None

**9. FIRE AND EMERGENCY SERVICES**

**a) Monthly Activity Report**

The committee reviewed the department's report for the month of January 2018, highlighting Year to date fire inspections, responses, burning permits and training and educations courses.

**b) Discussion: Mandatory Training and Certification/Community Risk Assessments**

The Committee discussed the proposed upcoming mandatory training and certification process for new firefighters (staff and volunteer) and the effect it would have on our 3 volunteer stations in regards to recruitment and retention. Although this has been in the works for sometime at the provincial level, there are still several aspects that are unknown at this time, such as additional costs and time. The Ministry of Community Safety and Correctional Services has requested public comments by March 11, 2018. Chris Oslund, together with Tim Uttley, will draft a letter prior to March 6, 2018 Council meeting and request Council's support. Tim Uttley will be meeting with area Fire Chiefs in the near future and will be encouraging them to bring this to the attention of their respective Council members. Tim will provide more information as it becomes available. The Committee suggested requesting a meeting with our local MP, John Vanthof in regards to this proposed legislation.

**c) Discussion: Public Reporting for Fire Department Response times**

The Committee discussed a notice received by Tim Uttley in regards to the City's ability to respond to a fire emergency within an acceptable standard as set by the Ministry. The Committee noted that there are several variables that need to be considered when assessing response time in our area, such as distance, available equipment and resources. Tim Uttley will be incorporating the Committee's feedback into a response. The Ministry is requesting public feedback be received prior to March 18, 2018.

**d) EMCPA – Non-Compliant for 2017**

Tim Uttley made the Committee aware that we have received a Non-Compliant notice from the EMCPA for 2017. The City has received this non-compliant notice because of an administrative error with the wording in our Emergency Plan. Tim was advised that the City is not permitted to use the words: “Alternate, Or, Other” in our plan. The Committee expressed frustration over this decision and directed staff to respond to EMCPA acknowledging the non-compliance, however, noting that in all other aspects, the City is in compliance.

- e) Update: Department RFP**
- Pumper/Tanker
  - SCBA

Both the noted RFP’s close February 22 at 2:00 PM. More information to be presented as it becomes available.

**10. BUILDING / BY-LAW**

**a) Animal Control – Doctor Wendy Ing’s Proposal**

D. Wendy Ing followed up with Chris in regards to the proposal she made to the PPP Committee in 2017 about Animal Sheltering/Spay Neuter Release programming and possible partnerships. The Committee requested that we have Dr. Ing return to the April PPP Committee meeting to provide an update on their progress and to determine what level of involvement the City could potentially have.

**11. COMMUNITY GROWTH & PLANNING**

**a) Site Plan Control By-law**

Jennifer Pye is currently working on a new Site Plan Control By-Law to replace the existing three (3) for each former municipality. Chris Oslund indicated there will be a requirement for TSAAC to review site plan agreements, however, TSAAC may wish to specify what site plans they would like to review in the future. Jennifer will provide a draft for TSAAC to review once it’s ready and following that, provide an update to the Committee.

**b) BIA Update**

Chris Oslund provided an background on how the BIA levy was created and what the process is to have the BIA disbanded. Currently, 1/3 of the BIA tax levy group has petitioned Council to disband the BIA (circulated to Council by Dave Treen). Chris Oslund that the City host a public meeting for the members of the BIA invited to attend.

**12. ADMINISTRATION REPORTS**

- None

**13. CLOSED SESSION**

Recommendation PPP-2018-010

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee convenes into Closed Session at 2:39 p.m. to discuss the following matter:

- a) Under Section 239 (2) (f) of the Municipal Act, 2001 – advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
  - St. Joseph Affordable Housing

**CARRIED**

Recommendation PPP-2018-011

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee rise without report at 2:50 PM

**CARRIED**

**14. SCHEDULE OF MEETINGS**

The next Protection to Persons and Property Committee meeting is scheduled for March 15, 2018 starting at 1:00 PM.

## **15. ADJOURNMENT**

Recommendation PPP-2018-012

Moved by: Councillor Mike McArthur

Be it resolved that:

The Protection to Persons and Property Committee meeting is adjourned at 2:53 PM.

**CARRIED**

DRAFT



## Memo

**To:** Mayor and Council  
**From:** David B. Treen, Municipal Clerk  
**Date:** March 20, 2018  
**Subject:** Amendment to By-law No. 2016-133 Charitable Sponsorship – Food Banks  
**Attachments:** Appendix 01 – Draft By-law

---

Mayor and Council:

Council adopted By-law No. 2016-133 being a by-law to adopt a Charitable Sponsorship Policy for the City of Temiskaming Shores. The purpose of the policy is to provide a consistent approach and direction to City employees, funding agencies and funding applicants on the parameters established by the City for the use of the City's Charitable Number.

The policy requires non-profit non-registered Charitable Organizations to submit a written request to the City whenever they apply for funding from funding agencies along with project details and budgets. Some funding agencies such as the Frog's Breath Foundation provide financial donations to area Food Banks without the requirement of submitting an application to the Foundation. This process is contrary to our policy.

**Appendix 01 – Draft Amendment** is a proposed amendment to By-law No. 2016-133 that would identify organizations that Council would exempt from provisions in Article 3 of the Policy and still attain sponsorship and use of the City's Charitable Number. This amendment is specific to Food Banks, but would allow the inclusion of other organizations at the discretion of Council.

It is recommend that Council direct staff to prepare the necessary by-law to amend By-law No. 2016-133 identifying organizations that would be exempt from provisions in Article 3 of the Policy and still attain sponsorship and use of the City's Charitable Number for consideration at the March 20, 2018 Regular Council meeting.

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

\_\_\_\_\_  
Shelly Zubyck  
Director of Corporate Services

\_\_\_\_\_  
Christopher W. Oslund  
City Manager

The Corporation of the City of Temiskaming Shores

By-Law No. 2018-000

Being a by-law to amend By-law No. 2016-133 being a by-law to adopt  
a Charitable Sponsorship Policy for the City of Temiskaming Shores  
(Food Banks)

**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 adopted a Charitable Sponsorship Policy on August 2, 2016;

**And whereas** Council considered Memo No. 000-2018-CS at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2016-133 identifying organizations that Council exempts from certain provisions of the Policy and still attain sponsorship and use of the City's Charitable Number for consideration at the March 20, 2018 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 Article 3 of Schedule "A" to By-law No. 2016-133 **Charitable Sponsorship Policy**, as amended be further amended by adding the following after the Notes:

**Exemption to Article 3**

The following organizations are exempt from the requirement to include the amount being requested from the funding agency and how funds will be allocated as well as a copy of the funding application:

- Food Banks within Temiskaming Shores

2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law and schedule, after the passage of this By-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen

**Subject:** Peters Rd Municipal Drain – Contract  
Change Order – Berm Failure

**Report No.:** CS-007-2018  
**Agenda Date:** March 20, 2018

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### **Attachments**

- Appendix 01:** Drainage Works
- Appendix 02:** Berm Failure Pictures
- Appendix 03:** Reinstalled Berm
- Appendix 04:** Contract Change Order No. 02

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-007-2018; and
2. That Council approves Contract Change Order No. 02 to By-law No. 2017-106 being an agreement with Pedersen Construction (2013) Inc. for the construction of drainage works locally known as the Peters Road Municipal Drain in the amount of \$14,778.46 plus applicable taxes.

### **Background**

Council adopted By-law No. 2017-016 for drainage works known locally as the Peters Road Municipal Drain. K. Smart Associates has been retained as the Engineer (By-law No. 2015-184) and the construction of the drainage works was awarded to Pedersen Construction (2013) Inc. via By-law No. 2017-106 on September 5, 2017.

Construction of the drainage works commenced on November 6, 2017 and was substantially completed by November 17, 2017. **Appendix 01 – Drainage Works** illustrates the major components related to the construction.

On December 5, 2017, at approximately 2 p.m., Public Works patrol staff noticed that a portion of Peter's Road was being washed away and Public Works staff were dispatched to haul material to prevent from losing the roadway. Subsequent to stabilization of the road it was identified that this area was part of the Peters Road Municipal Drain. On December 6, 2017 Municipal staff and Pedersen Construction staff attended the site to assess the damage to drainage works which included the failure of the berm. **Appendix 02 – Berm Failure Pictures** illustrates the berm failure as well as the significant amount of water flowing through the drainage area mid-morning on December 6, 2017. Rainfall over a 24 hr period on December 4, 2017 was 12.7 mm, matching the highest precipitation on record reached in 1949 with a temperature of 1.7°C.

Municipal staff, Pedersen Construction and K. Smart Associates discussed the situation (i.e. on-site, phone, email, etc.) with the objective of repairing the damage and reinforcing the berm structure. **Appendix 03 – Berm Repair** is a picture of the repair which includes the reconstruction of the berm from an earthen berm to a rock berm, re-installation of the hickenbottom as well as two rock check dams designed to slow the water down prior to reaching the berm. It should be noted that the 1800 mm CSP culvert at the bottom of the picture is approximately ½ full of sediment from the berm failure.

### Analysis

The invoice from Pedersen Construction for the reinstatement of the berm for the drainage works (December 19-21/17) totalled \$14,778.46 plus applicable taxes.

At the Closed Session of the Corporate Services Committee meeting held on March 8, 2018 this matter was considered with the objective of determining if there would be any recourse from a litigation perspective in order to recover the expenditures related to the repairs. The Committee recommended that Council consider a Contract Change Order for the berm repairs.

It is recommended that Council authorize Contract Change Order No. 02 in the amount of \$14,778.46 plus applicable taxes.

### 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 Contract Change Order would be distributed among the owners within the drainage catchment area as determined by the Engineer. The impact to individual owners will vary.

### Alternatives

No alternatives are proposed.

### Submission

Prepared by:

Reviewed and approved by:

Reviewed and submitted for  
Council's consideration by:

“Original signed by”

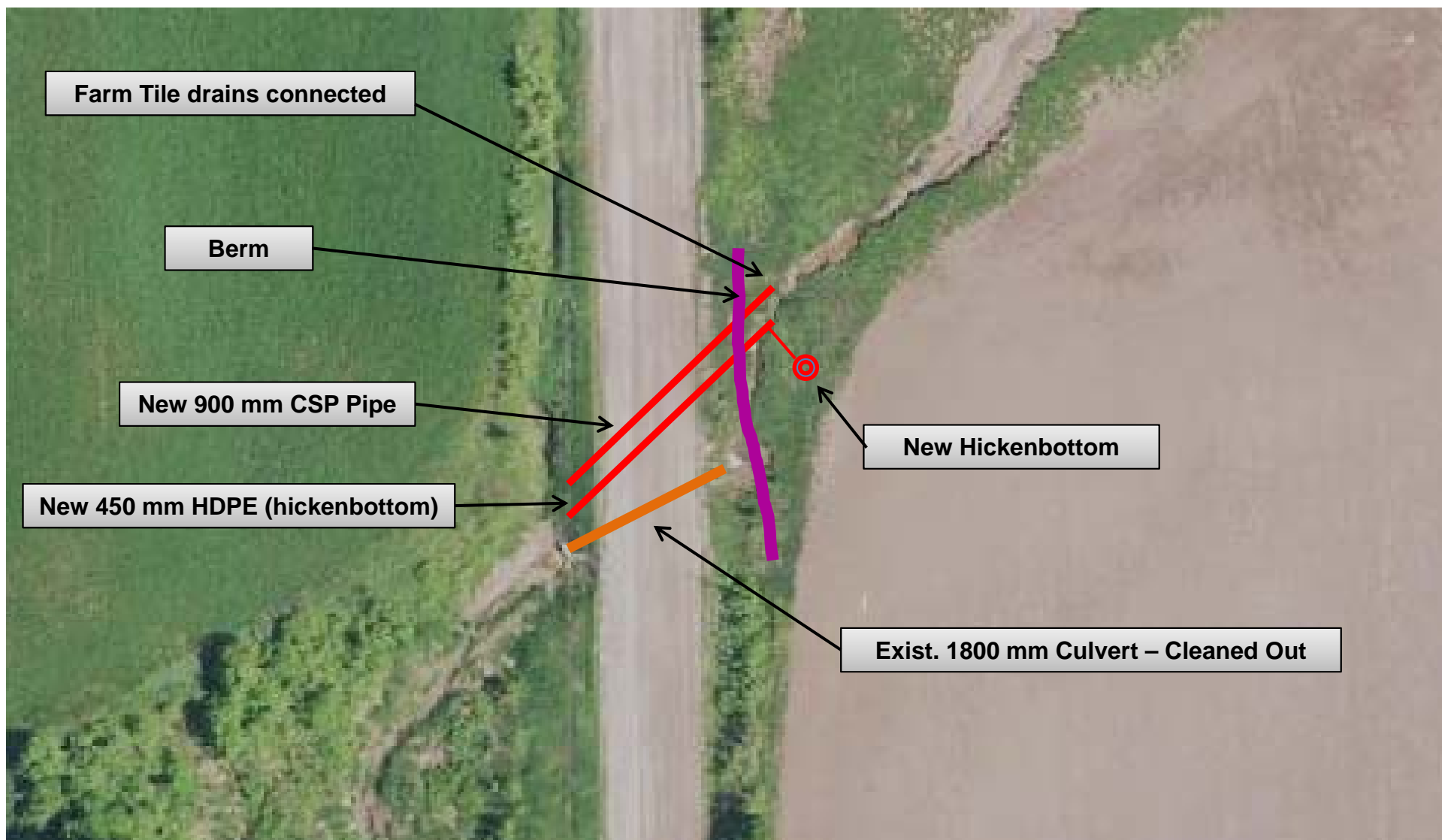
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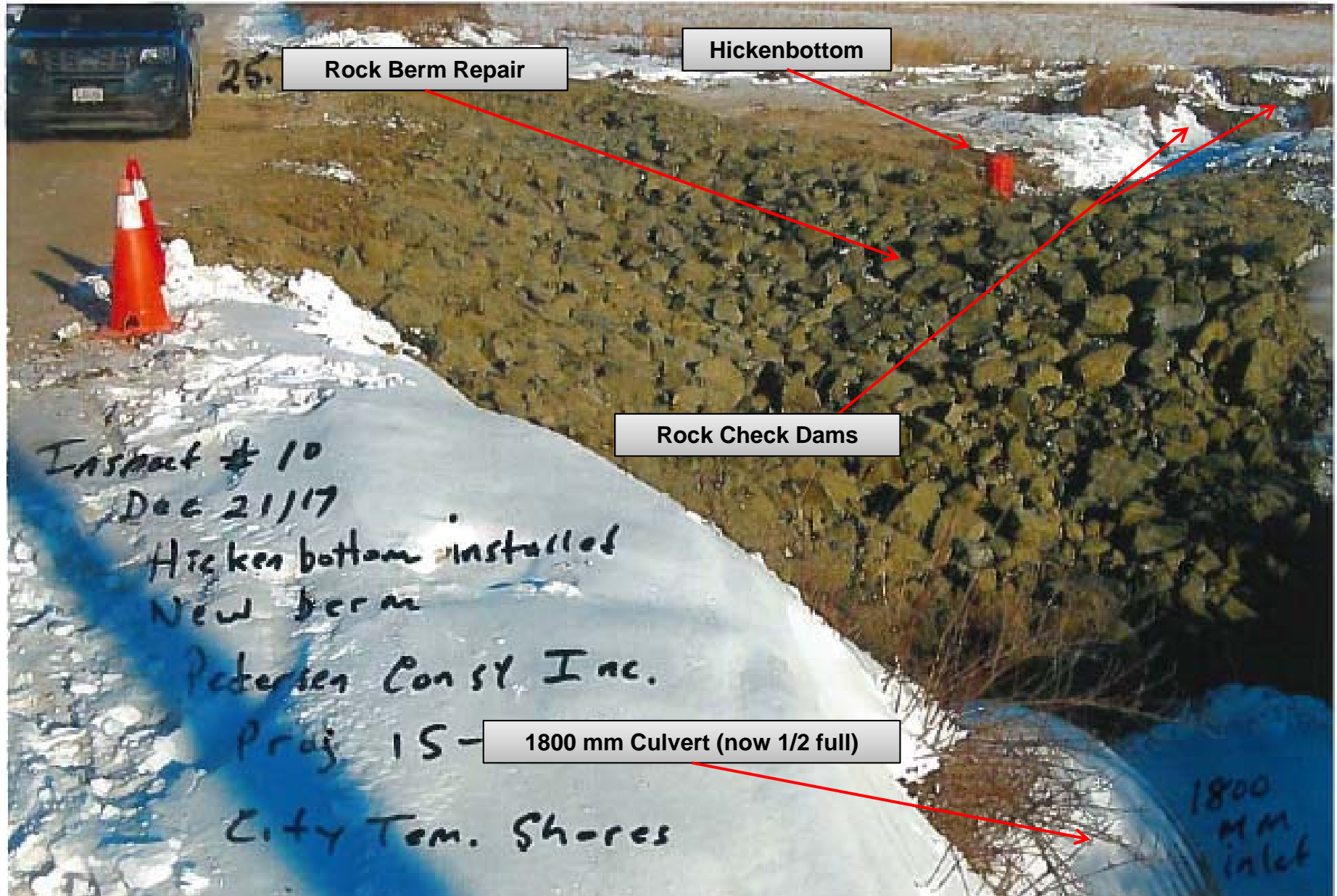
\_\_\_\_\_  
David B. Treen  
Municipal Clerk

\_\_\_\_\_  
Shelly Zubyck  
Director of Corporate Services

\_\_\_\_\_  
Christopher W. Oslund  
City Manager







## Contract Change Order

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<b>Project Title:</b> Peters Rd Municipal Drain	<b>Change Order No.:</b>	02
<b>Contractor/Consultant:</b> Pedersen Construction	<b>Contract Value:</b>	\$ 87,850.00
<b>Project No.:</b> N/A	<b>CO Value:</b>	\$ 14,778.46
<b>Date:</b> March 20, 2018	<b>Current Contract Value:</b>	\$ 102,628.46

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### **Project Description**

The City entered into an agreement with Pedersen Construction (2013) Inc. through By-law No. 2017-106 for the installation of drainage works under the *Drainage Act* known as the Peters Road municipal drain.

### **Description of Contract Change Order**

Shortly after substantial completion, heavy rains on December 4, 2017 caused a berm failure necessitating the reinstallation of the Berm.

### **Attachments**

Refer to Corporate Services Administrative Report No. CS-007-2018 for further information.

Respectfully received by:

Reviewed and recommended for approval by:

---

David B. Treen  
Municipal Clerk

---

Shelly Zubyck  
Director of Corporate Services

**Approval of Council through Resolution No.:** 2018 - \_\_\_\_\_



# Memo

**To:** Mayor and Council  
**From:** Mitch Lafreniere, Manager of Physical Assets  
**Date:** March 20, 2018  
**Subject:** Contract Change Order – By-law No. 2018-018 Snow Blower Attachment  
**Attachments:** **Appendix 01** – E-mail Correspondence – Tenco  
**Appendix 02** – Contract Change Order

---

Mayor and Council:

In January of 2018, Council considered Administrative Report No. PW-001-2018 and By-law No. 2018-018 for the purchase a new blower attachment from Tenco Ltd in the amount of \$107,507. As part of this purchase, Tenco agreed to take our existing blower on trade for \$13,000.

Through the 2018 budget deliberation process, Council approved the replacement of the blower attachment with a budget amount of \$ 130,000.

In late February 2018, staff received information that our existing blower had suffered some structural damage and is currently unsafe to use in its current state. City staff provided Tenco with some photos of the structural issues in order for them to make a decision on a new trade in value. As a result, they are still willing to take the unit on trade at a current value of \$7,500; a reduction of \$5,500.

In consideration of the costs associated with the original purchase (\$107,507) and the difference in the trade (\$5,500 less than original trade), along with the e-mail correspondence from Tenco. Staff recommends that, **Appendix 02** - Contract Change Order No. 01 be issued to Tenco in the amount of \$5,500 for consideration at the March 20, 2018 Regular Council meeting.

This change order would result in no impact to the current 2018 budget as the current capital project budget amount of \$ 130,000 is sufficient to complete the purchase within the budget allotted.

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

“Original signed by”	“Original signed by”	“Original signed by”
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<hr/> Mitch Lafreniere Manager of Physical Assets	<hr/> G. Douglas Walsh Director of Public Works	<hr/> Christopher W. Oslund City Manager
--	--	---

## Dave Treen

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**From:** Jean-Philippe Bourque <jpbourque@alamo-group.com>  
**Sent:** March-02-18 10:42 AM  
**To:** Mitch Lafreniere; Sandra Gevry  
**Subject:** RE: By-law - Purchase Agreement with Tenco Inc. - Two Stage Dual Auger Blower Attachment

Mitch

We looked with our technician and we would have to rebuild a new frame

We would still be ready to take the blower but at a price of 7500 \$

Let us know

regards

Jean-Philippe Bourque  
Vice President Sales and Marketing  
Tenco inc .  
[www.tenco.ca](http://www.tenco.ca)  
Cell : (450) 501-7617

---

**De :** Mitch Lafreniere [mailto:mlafreniere@temiskamingshores.ca]  
**Envoyé :** 1 mars 2018 10:46  
**À :** Sandra Gevry; Jean-Philippe Bourque  
**Objet :** RE: By-law - Purchase Agreement with Tenco Inc. - Two Stage Dual Auger Blower Attachment

Good Morning

Yesterday I was made aware of some fairly substantial problems with our existing blower attachment. You will see from the pictures attached that there is some structural metal that has cracked. I am bringing this to your attention now because when you agreed to give us a trade value, I was not aware of these issues. With that said I wanted to be open and honest with you regarding these issues. I do not want this to jeopardize our purchase of the new blower and wanted to know from you if you still would like to take it on trade (at a lesser value of course) or would you prefer to not take it at all. I totally understand either way, I just need to know so that we can modify the by-law agreement based on what you decide. Please feel free to call me if you have any questions.

My cell number is 705-648-4941

Thanks

Mitch

---

**From:** Sandra Gevry [mailto:sgevry@tenco.ca]  
**Sent:** February-28-18 4:29 PM  
**To:** Jean-Philippe Bourque <jpbourque@alamo-group.com>  
**Cc:** Mitch Lafreniere <mlafreniere@temiskamingshores.ca>  
**Subject:** RE: By-law - Purchase Agreement with Tenco Inc. - Two Stage Dual Auger Blower Attachment

Good afternoon

The order is schedule for the 3<sup>rd</sup> of April.

## Contract Change Order

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<b>Project Title:</b> Snow Blower Attachment	<b>Change Order No.:</b>	01
<b>Contractor/Consultant:</b> Tenco Inc.	<b>Contract Value:</b>	\$ 107,507.00
<b>Project No.:</b> By-law No. 2018-018	<b>CO Value:</b>	\$ 5,500.00
<b>Date:</b> March 20, 2018	<b>Current Contract Value:</b>	\$113,007.00

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### Project Description

The City entered into an agreement with Tenco Inc. through By-law No. 2018-018 for the purchase of a Snow Blower attachment. The acquisition included the trade-in of the existing snow blower attachment.

### Description of Contract Change Order

In late February 2018 the existing snow blower attachment suffered some structural damage and staff provided Tenco with some photos of the damage. Tenco agreed to still provide a trade-in value of \$7,500; being a reduction of \$5,500 from the original trade-in value of \$13,000. Thus this contract change order represents the \$5,500 difference.

### Attachments

None

Respectfully received by:

Reviewed and recommended for approval by:

“original signed by”

“original signed by”

\_\_\_\_\_  
Mitch Lafreniere  
Manager of Physical Assets

\_\_\_\_\_  
G. Douglas Walsh, CET  
Director of Public Works

# Memo

**To:** Mayor and Council  
**From:** Douglas Walsh, CET, Director - Public Works  
**Date:** March 20, 2018  
**Subject:** North Eastern Ontario Public Works Org – Managers Session April 24, 2018  
**Attachments:** Appendix 01 – Draft Agenda & Registration Form

---

Mayor and Council:

For over three decades, a strong and vibrant North-Eastern Ontario Public Works Organization (NEOPWO) has provided a forum for municipalities, suppliers, provincial ministries and other organizations to come together, network, share ideas and discuss common issues.

In 2018 NEOPWO is looking to continue that work by bringing Northern communities together, with low cost and effective networking opportunities, training in pertinent areas for our members and the Annual Truck Rodeo to promote safe driving and operating practices to name a few.

The 33<sup>rd</sup> Annual Managers Forum and Trade Show is scheduled for April 24<sup>th</sup> and 25<sup>th</sup> 2017 at the Senator Hotel and McIntyre Arena in Timmins where senior managers and elected officials will be brought together to share their thoughts and participate in educational opportunities and presentations on a wide variety of interesting topics, informative sessions at the Managers Forum and the frontline staff will be able to participate in learning opportunities as well as view new and innovative products by suppliers at the Annual Meeting and Trade Show.

Attached is the draft program for the Managers Forum scheduled for April 24<sup>th</sup> where the NEOPWO Directors have arranged for presentations which include, “*Climate Change Action Plans for Municipalities*”, “*StreetScan Road Assessment Technology*”, “*Building Condition Reports for Asset Management*” and “*Are you ready for Cannabis in your workplace?*”

The City of Temiskaming Shores has supported the Managers Forum in the past by sending members of the Public Works Committee and this year’s program highlights several trending and interesting topics at a very reasonable cost.

Prepared by:

Reviewed and submitted for  
Council’s consideration by:

“Original signed by”

“Original signed by”

---

G. Douglas Walsh, CET  
Director of Public Works

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Christopher W. Oslund  
City Manager



# **NORTHEASTERN ONTARIO PUBLIC WORKS ORGANIZATION**

**[www.neopwo.ca](http://www.neopwo.ca)**

March 5<sup>th</sup>, 2018

To all Registered and "Yet to Be" Registered Delegates, Elected Officials, Administrators, Municipal staff and NEOPWO Members:

The **Northeastern Ontario Public Works Organization** presents their Annual Managers Forum & Public Works Training Day, on April 24<sup>th</sup>, 2018 at the Senator Hotel, 14 Mountjoy Street South, Timmins, ON and General Meeting & Trade Show on April 25<sup>th</sup>, 2018, at the McIntyre Arena in Schumacher, ON.

We would like to invite everyone to attend this, our 33<sup>rd</sup> annual event. We anticipate over 45 suppliers and several confirmed guest speakers who will present relevant and enlightening information to your administration and front-line staff during these two days.

## **Trade Show / Annual Meeting Agenda – April 25<sup>th</sup>, 2018**

8:00 – 8:45	<i>Registration, Networking and Coffee (Trade Show Preview)</i>
8:45 – 9:00	<i>Opening Remarks and Warm Welcome – NEOPWO Directors and City of Timmins Rep's</i>
9:00 – 9:15	<i>NEOPWO and AORS updates</i>
9:15 – 12:30	<i>Visit Supplier Booths Floor and Outside Including Product Dremos – Get your Passport Stamped, for the Door Prizes!</i>
12:30 – 1:30	<i>Lunch – McIntyre Boardroom</i>
1:30 – 2:00	<i>Maintenance Standards Update</i>
2:00 – 2:30	<i>Road Rehabilitation – Miller Paving</i>
2:30 – 3:15	<i>Business Meeting, Election of Board Members, Draw for Door Prizes</i>
3:15	<i>Adjournment</i>

Please forward this information to your Council representatives, Public Works Administration and front-line staff and if they haven't yet confirmed their attendance please have them do so as soon as possible! Forms are available by e-mail from [dwalsh@temiskamingshores.ca](mailto:dwalsh@temiskamingshores.ca)

We are pleased to announce that the Senator Hotel (formerly Day Inn) – have reserved a block of rooms for Monday and Tuesday evening at a reduced rate) – Please contact the Hotel directly to make your reservations at 705-267-6211 and refer to the NEOPWO Conference. Vendor and Delegate Reception Night will be April 24<sup>th</sup> at the Senator starting at 7:00 p.m.

We look forward to receiving your annual membership payment if it has not been forwarded as of yet.

We look forward to seeing both former and new delegates at this years' event,

I remain yours truly,

Douglas Walsh, CET, Chairperson for NEOPWO



Proud members of



**AORS**

PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

**Supporting Northeastern Ontario Municipalities since 1984**

### MANAGER'S FORUM AGENDA

Senator Hotel, 14 Mountjoy Street South, Timmins, ON

Tuesday, April 24<sup>th</sup>, 2018

- 8:45 – 9:00            *Registration, Coffee and Welcome*
- 9:00 – 9:45            *GHG Inventory Calculations and Climate Change Action Plans*  
*Steve Schmidt – VIP Energy Services*
- 9:45 – 10:30          *Partners for Climate Protection – Climate Adaptation Partner Grants*  
*Paul Cobb – Ontario Centre for Climate Impacts & Adaption Resources*
- 10:30 – 10:45        *Nutrition Break and Stretch*
- 10:45 – 12:00        *Roads Assessment Technology*  
*Michelle Hjort – StreetScan Inc.*
- 12:00 – 12:45        *Working Lunch - Asset Management – Building Condition Reports*  
*Pinchin Ltd.*
- 12:45 – 3:15          *Are you prepared for cannabis in your Workplace?*  
*Carly Stringer – Stringer Law (Confirmed)*
- 3:15 – 3:30            *Round Table Discussion and Wrap-up*

- 7:00 – 10:00        Supplier / Delegates Reception – Senator Hotel  
(Former Day Inn's – A block of rooms have been reserved for  
Monday and Tuesday evening at a reduced rate, please quote NEOPWO event)

Wednesday, April 25<sup>th</sup>, 2018 - (All Welcome – Separate Registration Applies)

- 8:00 – 3:30            NEOPWO Annual Conference, Spring Meeting and Trade Show at the McIntyre Arena.  
Over 45 Suppliers and Displays and many informative discussions and presentations!

**Thank you for your continued support. We hope to see you at this year's annual event!**



Proud members of



**AORS**

PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

Supporting Northeastern Ontario Municipalities since 1984

**Manager's Forum – April 25, 2018**  
**Senator Hotel**  
**14 Mountjoy Street South, Timmins, ON**  
**Tuesday, April 24<sup>th</sup>, 2018 (8:45 a.m. to 3:45 p.m.)**

**DELEGATE REGISTRATION FORM – \$25 per Person (All Sessions, Refreshments and Lunch Included)**

Name	Municipality / Group	Title
<b>Total Registration Fee</b>		<b>\$</b>

**CONTACT INFORMATION**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email address: \_\_\_\_\_

Please make Cheques payable to: **North Eastern Ontario Public Works Organization**  
**c/o City of Temiskaming Shores**  
**P.O. Box 2050**  
**Haileybury, ON. POJ 1K0**



## **NEOPWO Training Day**

**April 24, 2018**

**Senator Hotel**

**14 Mount Joy Street South**

**Timmins, ON**

**Presented by Public Services Health & Safety Association**



### **Trenching Safety**

**Length:** Half day - Morning

**Cost:** \$ 115 (Includes Lunch)

**Continuing Education Credits:** Certificate, 0.3 CEU Pts.

Trenching or excavation conditions can change at a moment's notice. This program is designed to raise general awareness of trench entry or rescue. All municipal workers who work in or around trenches should complete this awareness level training. Upon completion of the program, participants will be able to recognize a trench, describe hazards found in trenches, explain the relevant legislation and produce a simple action plan to reduce injuries and fatalities in trenches. Applicable for the Municipal sector, this training will be of interest to municipal workers who work with excavation and trenches as part of their work, all workers who work near or in trenches should complete this awareness level training. Upon completion, participants receive a confirmation of training wallet card.



### **Traffic Protection**

**Length:** Half day - Afternoon

**Cost:** \$ 135 (Includes Lunch)

**Continuing Education Credits:** Certificate, 0.3 CEU Pts.

This program covers the hazards of working close to vehicles and equipment, the legislation that applies and how workers can protect themselves from these hazards. Upon completion of this program the participant will be able to list traffic hazards that may be found in their workplace, describe the legislation related to these hazards and produce a traffic control plan for a specific situation. Applicable for the Municipal sector, this training is designed for workers whom are exposed to traffic hazards and work on or near roadways for construction or utility purposes and maintenance



## Presented by OMAFRA



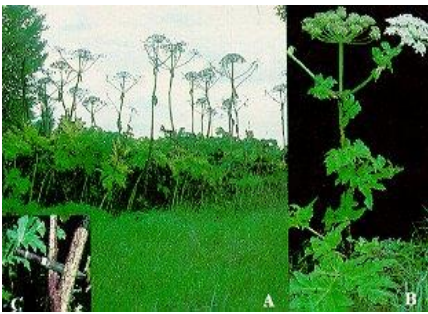
### **Drainage Issues “A look at the Drainage Act”** **Presenter: Sid Vander Veen, Drainage Co-ordinator**

**Length:** Half day - Morning

**Cost:** \$ 50 (Includes Lunch)

**Continuing Education Credits:** N/A

Profitable returns from farmland depend on effective drainage. A farmer may be convinced of the need for improved drainage but the complications that may arise when he considers undertaking such work may impact others. Generally, no right of drainage of mere surface water exists. A lower owner does not have to receive such surface water unless a prescriptive right has been acquired. This session will cover topics that include; ***Common Law as it Relates to Drainage, Overriding the Limitations of Common Law, Management of Municipal Drains and Drainage Act Responsibilities.***



### **Weed Control Act “What are you doing to control weeds?”** **Presenter: Mike Cowbrough, Weed Management Specialist**

**Length:** Half day - Afternoon

**Cost:** \$ 50 (Includes Lunch)13

**Continuing Education Credits:** N/A

The objective of this session is to provide an overview of the Weed Control Act, administrative and enforcement duties conducted by Weed Inspectors and to provide the latest on noxious weed management. Topics include; ***Update and Overview on the Weed Control Act, Identifying Noxious Weeds, What is the Weed Inspectors role and Vegetation Management on Roadsides.***

**There has been a block of rooms reserved at a cost of \$110.00 per night for April 23, 24 & 25, 2018**

Senator Hotel & Conference Centre  
14 Mountjoy Street South  
Timmins, ON P4N 1S4  
Phone: 705-267-6211

#### **Meet & Greet**

April 24, 2018  
Senator Conference Room  
7:00 until 10:00 pm

***All sessions require a minimum of 10 participants, with the PSHSA sessions having a maximum of 20 maximum participants.***

# Memo

**To:** Mayor and Council  
**Cc:** Christopher Oslund, City Manager  
**From:** Douglas Walsh, Director – Public Works  
**Date:** March 20, 2018  
**Subject:** 2018 Roads Program  
**Attachments:** N/A

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Mayor and Council:

Further to Memo No. 007-2018-PW, dated March 6, 2018 and the direction received at the Special Meeting of Council held on March 8, 2018, regarding the available funds for the 2018 Roads Program, staff will be scheduling a meeting with Miller Paving Ltd. to review what work can be completed as per their submission to Request for Proposals (PW-RFP-002-2018).

It has been determined that West Road from Highway 11 eastward as well as between Ramsey Road and Quarry Road, and Lakeshore Road from Ethel Street southward be considered the priorities and a total \$1,085,710 (including the cost for re-lining of centerline culverts to be completed by the City) has been allocated for this capital project, staff will now work to define the limits of the work to be carried out in 2018.

It is anticipated that a final report on the 2018 Roads Program and By-law Agreement will be available for Council's consideration at the April 3, 2018 Regular Council meeting.

Prepared by: \_\_\_\_\_ Reviewed and submitted for  
Council's consideration by:

“Original signed by”

“Original signed by”

\_\_\_\_\_  
Douglas Walsh  
Director – Public Works

\_\_\_\_\_  
Christopher W. Oslund  
City Manager

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**Subject:** Engineering Services – UV Design  
Haileybury WWTP

**Report No.:** PW-012-2018  
**Agenda Date:** March 20, 2018

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### **Attachments**

- Appendix 01:** Opening Results  
**Appendix 02:** Evaluation of Submissions  
**Appendix 03:** Draft Agreement

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report PW-012-2018;
2. That as outlined in the City's Purchasing Policies and Procedures, Council approves the award of the contract to RV Anderson Associates Ltd. to proceed with the design of the Ultra-Violet treatment system for the effluent at the Haileybury Wastewater Treatment Plant as detailed in Request for Proposal PW-RFP-006-2018 for a total upset limit of \$58,579 plus applicable taxes;
3. That Council approves an increase in the Project Budget from \$55,000 to \$70,000 as recommended by the Corporate Services Committee on March 8, 2018; and
4. That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 20, 2018 Regular Council meeting.

### **Background**

Periodic exceedances of e-coli and chlorine residual within the effluent have been occurring at the Haileybury Wastewater Plant. Chlorine is utilized in the treatment process to eliminate e-coli within the effluent; however the residual chlorine that is released within the effluent is regulated both from a Provincial and Federal level. City staff in conjunction with the Ontario Clean Water Agency (OCWA) have been working diligently to develop a solution to mitigate these exceedances while addressing the e-coli issues.

As a result of reported chlorine residual exceedances, Enforcement Officers from Environment Canada visited the Wastewater Plant. OCWA representatives and City staff provided the Officers with a tour of the facility explaining the operation and treatment process. As a result of the visit Environment Canada has requested follow-up information regarding any action plan developed to resolve the issue. In addition, the Ministry of Environment and Climate Change (MOECC) required that a written action plan, including both long term and short term solutions, be submitted by September 7, 2017.

The written action plan was submitted to the MOECC indicating short term solutions through Programmable Logic Control (PLC) integration with the long term solution requiring investigation to different options as it is understood that a large capital investment will be required.

At the Regular Council Meeting on September 19, 2017, Council approved the release of Request for Proposal PW-RFP-010-2017 to perform a cost analysis comparison between the installation of a Ultra-violet (UV) treatment system for the effluent at the Haileybury Wastewater Treatment Plant (Hail WWTP) and having all wastewater currently accepted by the plant pumped to the North Cobalt Lagoon.

As a result, EXP Services Inc. was awarded the contract to perform the comparison and provided a recommendation to proceed with a UV treatment system as pumping the wastewater to the North Cobalt Lagoon would be extremely cost prohibitive.

At the Public Works Committee meeting held on January 18, 2018 the cost analysis study was discussed which resulted in a recommendation to release Request for Proposal PW-RFP-006-2018 for engineering services associated with the design of a UV treatment system for the effluent at the Hail WWTP. This RFP closed on February 27, 2018.

**Analysis**

Part of the proposal process required a mandatory site visit which was held on February 8, 2018 to allow for interested firms the ability to gather additional information and acquire a better understanding of the requirements of the proposal and the process of the plant.

As a result of the site visit, it was determined that due to the suggested location of the building to house the UV treatment system; a geotechnical investigation would be required. This investigation is estimated to cost between \$7,000 and \$10,000. It was also decided that the costs associated with the geotechnical work would be the responsibility of the City and not part of the submission against this RFP.

Three (3) submissions were received in response to PW-RFP-006-2018. The proposals were reviewed and evaluated in accordance to the evaluation criteria set out in PW-RFP-006-2018. **Appendix 1 – Evaluation of Submissions** presents the details of the evaluation of the proposal and is summarized as follows:

Firm	Evaluation Score						Total Score	Fees Excl. taxes
	Expertise	Staff	Schedule	Knowledge	Service	Fees		
RV Anderson	190	80	96	40	80	450	<b>936</b>	<b>\$58,579.00</b>
Exp	186	70	101	40	80	360	<b>837</b>	<b>\$66,198.00</b>
AECOM	170	74	91	40	80	360	<b>815</b>	<b>\$67,327.00</b>

**Fees exclude Applicable HST.**

All three proposals received address the needs of the City and are deemed to be fair value for the services to be delivered. Based on the evaluation process, it is recommended that an agreement be entered into with RV Anderson Associates Ltd. for professional engineering services required for the design of the UV treatment system for the effluent at the Hail WWTP.

**Relevant Policy / Legislation / City By-Law**

- Environmental Compliance Approval – Haileybury Wastewater Treatment Plant
- Federal Wastewater Systems Effluent Regulation (WSER)
- 2018 Public Works Capital Budget
- By-Law No. 2017-015, Procurement Policy

**Asset Management Plan Reference**

Section 4.9 – Land Buildings & Equipment

**Consultation / Communication**

- Distribution of Request For Proposal – PW-RFP-010-2017
- Distribution of Request For Proposal – PW-RFP-006-2018
- Memo 016-2017-PW submitted to Council on September 19<sup>th</sup>, 2017.
- Public Works Committee Meeting – January 18<sup>th</sup>, 2018 and March 8<sup>th</sup>, 2018
- Corporate Services Committee Meeting – March 8<sup>th</sup>, 2018
- Admin Report PW-012-2018 submitted to Council on March 20<sup>th</sup>, 2018.

**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

During the 2018 budget process, Council approved this Capital Project with a budget amount of \$ 55,000. Based on the submission from RV Anderson Associates Ltd. and the requirements of the geotechnical investigation this project would be over budget. Therefore, it is Staff's recommendation to increase the budget amount for this project to \$70,000. The additional \$15,000 would be drawn from the environmental reserves. This recommendation was supported at the Corporate Services Committee meeting held on March 8, 2018.

**Alternatives**

As this project is important from both a Federal and Provincial regulatory perspective, 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, CET Director of Public Works	_____ Christopher W. Oslund City Manager

Document Title: **PW-RFP-006-2018 Engineering Services – UV Treatment**

Closing Date: **Tuesday February 27, 2018**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:00 pm

Submission Pricing

Bidder: EXP SERVICES

Lump Sum (no HST):	\$ 66,198.00
--------------------	--------------

Bidder:

Lump Sum (no HST):	
--------------------	--

Bidder: RV ANDERSON ASSOCIATES

Lump Sum (no HST):	58,579.00
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Lump Sum (no HST):	
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Bidder: AECOM CANADA LTD.

Lump Sum (no HST):	67,327.00
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Bidder:

Lump Sum (no HST):	
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Bidder:

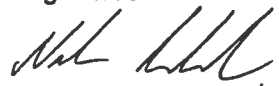


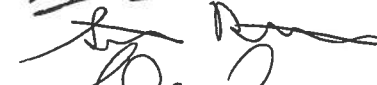



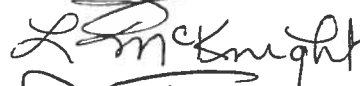

Lump Sum (no HST):	
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Bidder:

Lump Sum (no HST):	
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**Note:** Since this is a Request for Proposal all submissions are required to be evaluated based on a set of pre-determined evaluation criteria. All offered prices are offers only and subject to scrutiny. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

Print Name	Representing	Signature
NOLAN DOMBROSKI	EXP	
Michael Selmark	EXP	
TAMMIE CAROUELL	T. Shores	
Paul Allair	T. SHORES	
Steve Burnett	T. Shores	
Dave Wazsin	" "	
Mitch Lafreniere	" "	
LINDA MCKNIGHT	C of TS	
DAVE TREEN	C of T.S.	

CATEGORY	Score between 0 - 10			Criteria Weight
	AECOM	Exp	RV Anderson	
<b>QUALIFICATIONS, EXPERTISE AND PERFORMANCE ON SIMILAR PROJECTS (20%)</b>				
Past ability to successfully complete projects within timelines & budget;	8.00	10.00	10.00	8
Stability and reputation of firm;	8.00	8.00	8.00	3
Qualifications of technical support staff;	8.00	8.00	9.00	4
Qualifications of senior staff/project manager.	10.00	10.00	10.00	5
<b>PROPOSED PROJECT MANAGER AND TEAM (8%)</b>				
Past experience directing or involvement with similar projects;	10.00	8.00	10.00	5
Understanding of proposed project.	8.00	10.00	10.00	3
<b>COMPLETENESS AND SCHEDULE (12%)</b>				
Availability of key staff;	7.00	9.00	8.00	5
Methodology and Schedule;	8.00	8.00	8.00	5
Quality assurance program.	8.00	8.00	8.00	2
<b>KNOWLEDGE OF CITY REGARDING THE PROJECT (5%)</b>				
Members of the team must have experience/knowledge related to Northern Ontario Infrastructure and be familiar with the challenges associated.	8.00	8.00	8.00	5
<b>VALUE ADDED SERVICES (10%)</b>				
Approach proposed to complete the work assignment to benefit the City & funding partners(s).	8.00	8.00	8.00	5
Utilization of all tools and resources available to the Consultant.	8.00	8.00	8.00	5
<b>ESTIMATED FEES AND DISPERSEMENTS (45%)</b>				
Cost estimates	8.00	8.00	10.00	45
<b>Weighted Summary (Totals):</b>	<b>815.00</b>	<b>837.00</b>	<b>936.00</b>	<b>1000</b>

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

**By-law No. 2018-000**

**Being a by-law to authorize an Agreement with RV Anderson Associates Ltd. for Engineering Services for the design of an Ultra-Violet Treatment System at the Haileybury Wastewater Treatment Plant**

**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. PW-012-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law and agreement for Engineering Services for the design of a UV Treatment System at the Haileybury WWTP with RV Anderson Associates Ltd. at an upset limit of \$58,579.00 for consideration at the March 20, 2018 Regular Council meeting;

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

1. That the Mayor and Clerk be authorized to enter into an Engineering Agreement with RV Anderson Associates Ltd. for the design of an Ultra-Violet Treatment System for the effluent at the Haileybury Wastewater Treatment Plant for a total upset limit of \$58,579.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make 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 20<sup>th</sup> day of March, 2018.

---

Mayor - Carman Kidd

---

Clerk - David B. Treen



Schedule "A" to

**By-law 2018-000**

Agreement between

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

and

**RV Anderson Associates Ltd.**

for the design of an Ultra-Violet Treatment System for  
the Haileybury Wastewater Treatment Plant

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

and

**RV Anderson Associated Ltd.**  
(hereinafter called “the Consultant”)

Witnesseth:

That the Owner and the Consultant shall undertake and agree as follows:

**Article I:**

The Consultant will:

- a) Provide all material and perform all work described in the following guiding documents:
  - i. Request for Proposal PW-RFP-006-2018; and
  - ii. RV Anderson Associates Ltd. submission in response to PW-RFP-006-2018.
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete a UV Treatment System design, tender documents and submission of the Environmental Compliance Approval amendment to the MOECC by **August 31<sup>st</sup>, 2018.**

**Article II:**

The Owner will:

- a) Pay the Consultant in lawful money of Canada for the material and services aforesaid **Fifty Eight Thousand, Five Hundred and Seventy Nine Dollars and Zero Cents (\$58,579.00) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to

an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Consultant:

**RV Anderson Associates Limited**  
436 Westmount Avenue, Unit 6  
Sudbury, Ontario  
P3A 5Z8

Attn.: Vincent L. Nazareth, P. Eng

The Owner:

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

Attn.: Doug Walsh, CET

**Article IV:**

It is agreed by the parties to the Contract that in the event that all the Work called for under the Contract is not finished or completed within the date of completion specified aforementioned or as may be extended through the mutual agreement of both parties, in writing, a loss or damage will be sustained by the Owner. Since it is and will be impracticable and extremely difficult to ascertain and determine the actual loss or damage which the Owner will suffer in the event of and by reason of such delay, the parties hereto agree that the Contractor will pay to the Owner the sum of **\$ 500.00** as liquidated damages for each and every calendar day's delay in finishing the work beyond the date of completion prescribed. It is agreed that this amount is an estimate of the actual loss or damage to the Owners that will accrue during the period in excess of the prescribed date of completion.

**Remainder of this page left blank intentionally**

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

Signed and Sealed in )  
the presence of )

Consultant’s Seal )

**RV Anderson Associated Limited**

\_\_\_\_\_  
Vice President – Vincent L. Nazareth, P. Eng.

\_\_\_\_\_  
Senior Associate – Darren Radey, P. Eng.

**Corporation of the City of  
Temiskaming Shores**

Municipal Seal )

\_\_\_\_\_  
Mayor - Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen

**Subject:** PW-RFQ-003-2018 Hlby Arena –  
Ice Surface LED Lighting

**Report No.:** PW-013-2018  
**Agenda Date:** March 20, 2018

**Attachments**

- Appendix 01:** RFQ Results
- Appendix 02:** Draft Agreements

**Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-013-2018; and
2. That Council directs staff to prepare the necessary by-law and agreement for the purchase of LED lights for the Haileybury Arena ice surface, as detailed in Request for Quote PW-RFQ-003-2018, from Nedco at a total cost of \$17,842.50 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

**Background**

In conjunction with the City’s Municipal Energy Plan staff has reviewed various opportunities to reduce energy costs through more energy efficient equipment and methods of operation within our facilities. During the 2018 Budget deliberations, Council approved the installation of LED lights for the ice surface at the Haileybury Arena, at an estimated cost of \$30,000.

Request for Quote (RFQ) PW-RFQ-003-2018 was distributed to known suppliers and advertised in the City’s Bulletin and on the web site.

**Analysis**

Only one (1) submission was received in response to the Request for Quotes prior to the closing date of February 27, 2018 at 2:00 p.m. The RFQ was for the supply and delivery of 45 LED lights.

The quote was reviewed and evaluated in accordance to the requirements of the RFQ and the deliverables to be provided by the successful service provider.

<b>Vendor</b>	<b>Sub-total</b>	<b>HST *</b>	<b>Total</b>
Nedco	\$17,842.50	\$314.02	\$18,156.02

\* Non-refundable HST



Document Title: **PW-RFQ-003-2018 LED Lights (Hlby Arena)**

Closing Date: **Tuesday, February 27, 2018**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:15 pm

Submission Pricing

Bidder: NEDCO

45 LED Lights:	17,842.50
Sub-Total:	
HST:	
Total:	

Bidder:

45 LED Lights:	
Sub-Total:	
HST:	
Total:	

Bidder:

45 LED Lights:	
Sub-Total:	
HST:	
Total:	

Bidder:

45 LED Lights:	
Sub-Total:	
HST:	
Total:	

Bidder:

45 LED Lights:	
Sub-Total:	
HST:	
Total:	

Bidder:

45 LED Lights:	
Sub-Total:	
HST:	
Total:	

**Note:** All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

**Print Name**

**Representing**

**Signature**

DAVE TREEN  
TAMMIE CALDWELL  
BOB ALLAIR  
Steve Burnett  
BOB WHISIT  
Mitch Lafren. et al  
LINDA MCKNIGHT

C. of T.S.  
T. SHORES  
T. SHORES  
T. Shores  
T SHORES  
C of TS

*[Handwritten signatures]*



The Corporation of the City of Temiskaming Shores

By-law No. 2018-000

Being a by-law to enter into an Agreement with Nedco for  
the supply and delivery of LED lights for the Haileybury  
Arena Ice surface

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

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

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

**And whereas** Council considered Administrative Report No. PW-013-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Nedco for the supply and delivery of LED lights for the Haileybury Arena Ice Surface at an upset limit of \$17,842.50 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Nedco for the supply and delivery of LED Lights for the Haileybury Arena Ice Surface at an upset limit of \$17,842.50 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-000**

Agreement between

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

and

**Nedco**

For the supply and delivery of LED Lights for the Haileybury  
Arena Ice Surface

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

and

**Nedco**  
(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Provide forty-five (45) LED Lights in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Qoutation (PW-RFQ-003-2018)  
Supply and Delivery of a LED Lights for Haileybury Arena**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of LED Lights in the amount of Seventeen Thousand, Eight Hundred and Forty-Two Dollars and Fifty cents (\$17,842.50) plus applicable taxes;
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the

date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Nedco**

11 George St  
Kirkland Lake, Ontario  
P2N 1N8

Attn.: Richard Callin

Email: [rick.callin@nedco.ca](mailto:rick.callin@nedco.ca)

The Owner:

**City of Temiskaming Shores**

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

Attn.: Mitch Lafreniere

Email: [mlafreniere@temiskamingshores.ca](mailto:mlafreniere@temiskamingshores.ca)

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Nedco**

\_\_\_\_\_  
Sales Manager – Rick Callin

\_\_\_\_\_  
Witness

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-000**

Form of Agreement  
LED Lights for Haileybury Arena



**City of Temiskaming Shores**  
**PW-RFQ-003-2018**  
Supply and Delivery LED Lights

**Non-Collusion Affidavit**

I/ We RICHARD CALLIN/NEDCO 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.

NEDCO  
Company Name

11 GEORGE ST KIRKLAND LAKE  
Address

[Signature]  
Authorized Signature

Print Name: RICHARD CALLIN

Title: SALES MANAGER

E-mail: RICK. CALLIN @ NEDCO. CA

Phone No.: 705-567-2375 cell 705-568-7637



**City of Temiskaming Shores**  
**PW-RFQ-003-2018**  
Supply and Delivery LED Lights - Haileybury

**Form of Quotation**

Each Quotation should contain the legal name under which the Proponent carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Quotation.

We, the undersigned, understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labor, apparatus and documentation as are required to satisfy this Quotation.

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

Description	Amount
Lump Sum price to supply and deliver 45 LED High Bay Lights	\$ 17,842.50
Sub-Total:	\$ 17,842.50
H.S.T.:	\$ —
Total:	\$ 17,842.50



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**Subject:** Equipment Rental – Spring Ditching

**Report No.:**

PW-014-2018

**Agenda Date:**

March 20, 2018

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### **Attachments**

**Appendix 01:** Opening Results

**Appendix 02:** Draft Agreement

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-014-2018 particularly Appendix 1 being the Tender Results Summary and Appendix 2 being the Draft Agreement;
2. That as outlined in By-law No. 2017-015, Procurement Policy, Section 10.3, Request for Tenders and Section 6.0 Approval Authority, Council acknowledges the award of the Equipment Rental – Excavator for Snow Ditching contract to *Demora Construction Services Inc.* at the rate of \$98.00 per hour plus HST and a total of \$1,950 plus HST for 5 float moves in each designated area; and
3. That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 20, 2018 Regular Council meeting.

### **Background**

Each year the City of Temiskaming Shores procures the services of qualified owner / operators for the supply and operation of a track mounted excavator to assist in snow ditching operations at various locations within the City of Temiskaming Shores.

The work involves the removal of accumulated snow and ice from drainage ditches and channels prior to spring thaw to assist with flood control within the limits of the City of Temiskaming Shores. The work assignments and locations are directed by the Transportation Superintendent or his designate, as and where required, with an estimated 120 hours of work being required. The Contractor is approximately 40 hours of work in each of the three former areas and the excavated material is cast near the work location and requires little to no transportation from the work site. The Contractor is also required to provide equipment suitable to move the excavator between work locations as required.

The Tender documents were prepared and Tender PWO-RFT-001-2018 was distributed to previous and known potential bidders for the supply of a track mounted excavator as well as a means of transporting the equipment between work locations to meet the needs of the Department. Closing date was set at 2:00 p.m. on Tuesday March 13, 2018.

## Analysis

Four (4) responses to the tender request were received by the closing date.

Bidder	Tendered Prices per Unit						Total Cost
	Area #1 – Dym.		Area #2 - NL		Area #3 – Hlby.		
	Excavator	Float	Excavator	Float	Excavator	Float	
Demora	\$98/Hr	\$650/Wk	\$98/Hr	\$650/Wk	\$98/Hr	\$650/Wk	\$16,650.00 +HST
Miron	\$120/Hr	\$500/Wk	\$120/Hr	\$500/Wk	\$120/Hr	\$500/Wk	\$19,500.00 +HST
Pedersen	\$120/Hr	\$800/Wk	\$120/Hr	\$800/Wk	\$120/Hr	\$800/Wk	\$20,400.00 +HST
Lathem *	-	-	-	-	\$123.50	\$650/Wk	\$ 6,825.00* +HST

\* No Price for New Liskeard or Dymond Area

Demora Construction Services Inc. has provided services and rental equipment to the City of Temiskaming Shores on several occasions and has demonstrated the ability to successfully complete work as intended.

The tenders were analysed for errors and/or omissions. As noted above, Lathem Excavation did not provide a price for the New Liskeard and Dymond areas. All information required in the tender documents was provided by each contractor. The process for obtaining competitive pricing was in keeping with the City's Procurement Policy (By-Law 2017-015, as enacted on Feb 21<sup>st</sup>, 2017).

## Relevant Policy / Legislation/City By-Law

- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders
- 2018 Public Works Dept. Operations Budget

## Asset Management Plan Reference

Not Applicable

## Consultation / Communication

- Update on tendering process, discussion with Public Works Committee, March 8<sup>th</sup>, 2018.
- Public Tender opening – March 13, 2018

## Financial / Staffing Implications

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

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

Costs associated with this work in comparable to those obtained for similar work in previous years and staffing implications related to this matter are limited to normal administrative functions and duties.

### **Alternatives**

No alternatives were considered.

### **Submission**

Prepared by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

---

G. Douglas Walsh, CET  
Director of Public Works

---

Christopher W. Oslund  
City Manager

D  
D

Document Title: **PWO-RFT-004-2017** DITCHING.

Closing Date: **Tuesday March 13<sup>th</sup>, 2018**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:10 pm.

Submission Pricing

Bidder: **DEMORA**

Area 1 - Dymond Twp.	
5 Equipment Moves (LS):	650. <sup>00</sup>
Excavation Rate (Hr):	98. <sup>00</sup>
Area 2 - New Liskeard	
5 Equipment Moves (LS):	650. <sup>00</sup>
Excavation Rate (Hr):	98. <sup>00</sup>
Area 3 - Haileybury	
5 Equipment Moves (LS):	650. <sup>00</sup>
Excavation Rate (Hr):	98. <sup>00</sup>

Bidder: **PEDERSEN CONSTRUCTION**

Area 1 - Dymond Twp.	
5 Equipment Moves (LS):	800. <sup>00</sup>
Excavation Rate (Hr):	120. <sup>00</sup>
Area 2 - New Liskeard	
5 Equipment Moves (LS):	800. <sup>00</sup>
Excavation Rate (Hr):	120. <sup>00</sup>
Area 3 - Haileybury	
5 Equipment Moves (LS):	800. <sup>00</sup>
Excavation Rate (Hr):	120. <sup>00</sup>

Bidder: **A. MIRON TOPSOIL**

Area 1 - Dymond Twp.	
5 Equipment Moves (LS):	500. <sup>00</sup>
Excavation Rate (Hr):	120. <sup>00</sup>
Area 2 - New Liskeard	
5 Equipment Moves (LS):	500. <sup>00</sup>
Excavation Rate (Hr):	120. <sup>00</sup>
Area 3 - Haileybury	
5 Equipment Moves (LS):	500. <sup>00</sup>
Excavation Rate (Hr):	120. <sup>00</sup>

Bidder: **JAMES LATHEM**

Area 1 - Dymond Twp.	
5 Equipment Moves (LS):	/
Excavation Rate (Hr):	/
Area 2 - New Liskeard	
5 Equipment Moves (LS):	/
Excavation Rate (Hr):	/
Area 3 - Haileybury	
5 Equipment Moves (LS):	650. <sup>00</sup>
Excavation Rate (Hr):	123. <sup>50</sup>

Comment: Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. Subsequently bidders will be informed of the results.

In Attendance:

Print Name	Representing	Signature
Jessica Caldwell	Caldwell Sand & Gravel	J. Caldwell
ROD SUTTON	WILSON CHEMICAL LIMITED	[Signature]
NOLAN DOMBASOSKI	EXP	[Signature]
DWARZNIK	Coj TS	[Signature]
Mich Lafreniere	ii	[Signature]
Clint Beauvais	Pedersen	[Signature]
Math McLane	Demora Construction	[Signature]
DAVE TREEN	CITY	[Signature]
L. MCKNIGHT	Coj TS	[Signature]

**The Corporation of the City of Temiskaming Shores**  
**By-law No. 2018-000**

**Appendix 02**  
**PW-014-2018**  
**March 20, 2018**

**Being a by-law to enter into an agreement with  
Demora Construction Services Inc. for the Rental  
of a Track Mounted Excavator within the City of  
Temiskaming Shores – Spring Ditching**

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

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

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

**And whereas** Council considered Administrative Report No. PW-014-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law and agreement with Demora Construction Services Inc. for the Rental of a Track Mounted Excavator for Spring Ditching for consideration at the March 20<sup>th</sup>, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Demora Construction Services Inc. for the Rental of a Track Mounted Excavator at a rate of \$98.00 per hour plus applicable taxes, and equipment required to float the excavator from location to location at a cost of \$1,950.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

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Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-000**

Agreement between

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

and

**Demora Construction Services Inc.**

for the Rental of a Track Mounted Excavator c/w Float  
Service

**This agreement** made in duplicate this 20<sup>th</sup> day of March 2018.

Between:

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

and

**Demora Construction Services Inc.**  
(hereinafter called “the Contractor”)

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

**Article I:**

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores  
Equipment Rental – Track Mounted Excavator  
Tender No. PWO-RFT-001-2018**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and  
c) Complete, as certified by the Director, all the work by **May 31<sup>st</sup>, 2018.**

**Article II:**

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid Ninety- Eight Dollars and Zero Cents (\$98.00) per hour plus applicable taxes for the floating of the Track Mounted Excavator One Thousand Nine Hundred and Fifty Dollars and Zero Cents (\$1,950.00) plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a



failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Demora Construction Services Inc.**  
999464 Highway 11  
New Liskeard, Ontario  
P0J 1P0

Attn.: Andy Desmarais

The Owner:

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

Attn.: Mitch Lafreniere

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Demora Construction Services Inc.**

\_\_\_\_\_  
President – Andy Desmarais

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-000**

Form of Agreement  
Spring Ditching



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Form of Tender**

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

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

**Section 1**

AREA 1 – DYMOND TWP. APPROXIMATELY 50 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 50 hour period.	2005 International Flout		Lump Sum TOTAL for 5 moves	\$650.00
2	Excavation time, per hour based on 1 hour	Deosan DX180LL 2010	17,659kg	Per Hour	\$98.00



AREA 2 – NEW LISKEARD APPROXIMATELY 50 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 50 hour period.	2005 International Float		Lump Sum TOTAL for 5 moves	\$650.00
2	Excavation time, per hour based on one hour	2010 Doosan DX180LL	17,659 kg	Per Hour	\$98.00

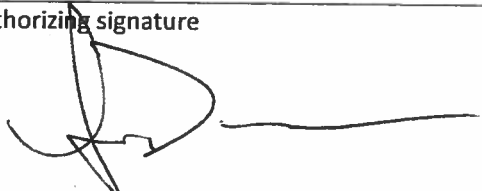
AREA 3 – HAILEYBURY/ NORTH COBALT APPROXIMATELY 50 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over the 50 hour period.	2005 International Float		Lump Sum TOTAL for 5 moves	\$650.00
2	Excavation time, per hour based on 1 hour	2010 Doosan DX180LL	17,659 kg	Per Hour	\$98.00



The City permits one Bidder to Bid simultaneously for more than 1 location. Should the Bidder be successful on more than 1 location, the City reserves the right to decide which location(s) to award to the Bidder based on the greatest benefit to the taxpayer.

Pricing shall exclude applicable taxes but will be considered extra.

All hourly rates offered in this Tender are firm, irrevocable and open for acceptance by the City for a period of thirty (30) days. The City will not reimburse any Bidder for any cost or expense of any kind incurred in preparation or submission of any response to this Tender.

Company Name <i>Demara Construction</i>	Contact name (please print) <i>Andy Desmarais</i>
Mailing Address <i>999464 Hwy 11 New Liskeard, ON</i>	Title <i>President</i>
Postal Code <i>P0J 1P0</i>	Authorizing signature   "I have the authority to bind the company/corporation/partnership."
Telephone <i>(705) 647-3800</i>	Fax <i>(705) 647-3834</i>
Cell Phone if possible <i>(705) 648-5328</i>	Email <i>contact-us@demara.ca</i>

Page 3 of 8 to be submitted



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Non Collusion Affidavit**

I/We Demora Construction the undersigned, am fully informed respecting, the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

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

Neither the Bidder nor any of 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, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskard this 12 day of March, 2018

Signed

Company Name

Demora Construction

Title

President

**Page 4 of 8 to be submitted**



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**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:

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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 New Liskard this 12 day of March, 2018.

Firm Name Demara Construction

Bidder's Authorization Official Andy Desmarais

Title President

Signature 

Page 5 of 8 to be submitted





**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Schedule "A" – List of Proposed Sub-Contractors (if applicable)**

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Andy Desmarais

Printed

Signed

Page 6 of 8 to be submitted



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Schedule "B" List of Proposed Qualified Operators**

A list of no less than two (2) operators that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Operator	License Classification in good standing	Experience Describe graduate training/ years as Operator	Employee Status Full Time/Part time
Malcolm Dudgeon		31 Years	Full Time
Greg Wark		12 years	Full Time Seasonal

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Andy Desmarais

Printed

  
Signed

**This is Page 7 of 8 to be submitted**



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Schedule "C" - Accessibility For Ontarians With Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: Andy Desmarais Company Name: Demara Construction

Address: 999464 Hwy 11 New Liskeard Phone #: (705) 647-3800  
out P.O. Box

I, Demara Construction, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005.

I, \_\_\_\_\_, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, the City has provided a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service, [www.gov.on.ca/mcss/serve-ability/splash.html](http://www.gov.on.ca/mcss/serve-ability/splash.html).

Date: March 12 2018

**This is Page 8 of 8 to be submitted**

**Subject:** Tender Award – Granular M

**Report No.:** PW-015-2018  
**Agenda Date:** March 20, 2018

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### **Attachments**

**Appendix 01:** Tender Results

**Appendix 02:** Draft Agreement

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-015-2018;
2. That as outlined in the City's Purchasing Policy, Council approves the award of the Crushing and Stockpiling of Granular "M" contract to *Alvin Caldwell Sand & Gravel Ltd.* at a unit price of \$6.40 per tonne (with a maximum of 15,00 tonnes) plus HST; and
3. That Council directs staff to prepare the necessary by-law and agreement for consideration at the March 20, 2018 Regular Council meeting.

### **Background**

Each year the City of Temiskaming Shores procures the services of qualified contractors for the supply, crushing and stockpiling of granular material for use in the maintenance operations at various locations within the City of Temiskaming Shores.

The work generally consists of supplying of granular material in a desired quantity, to be crushed, hauled and stockpiled in specified locations as and where directed by City staff. In previous years 10,000 to 12,000 tonnes of material have been purchased.

Previously, the City accepted tenders for the crushing of Granular M to be produced and stockpiled in the City owned source on Dump Road, Bucke Township, however, due to concerns that the material would not meet specifications and based on the tendered prices, the City has since reverted to obtaining the material through the tendering process from local suppliers and stockpiled at the source or at a designated site within the municipality.

On or about February 22, 2018 the City distributed a Request for Tender (PWO - RFT-002-2018) for the crushing and stockpiling of 12,000 tonnes of Granular M in the Contractors Pit location in hopes of obtaining a more competitive and budget friendly price. The documents were provided to previous and known potential bidders with closing date at 2:00 p.m. on March 13, 2018.

## Analysis

Five (5) RFT documents were distributed and five (5) responses were received by the closing date.

Supplier	Unit Price	Amount	HST	Total
Pedersen Const.	\$8.00	\$96,000	\$12,480	\$108,480
Miller Paving	\$6.45	\$77,400	\$10,062	\$87,462
Caldwell Sand & Grvl.	\$6.40	\$76,800	\$9,984	\$86,784
James Lathem Excav.	\$6.95	\$83,400	\$10,842	\$94,242
A. Miron Topsoil	\$7.80	\$93,600	\$12,168	\$105,768

Alvin Caldwell Sand & Gravel Ltd. has successfully completed similar projects for Temiskaming Shores and throughout Northern Ontario and has demonstrated the ability to complete this work as intended.

The tender was analysed for errors and/or omissions and were found to be correct and complete. The acquisition process was in keeping with the City's Procurement Policy (By-Law No. 2017-015).

Based on the 2018 approved Operations Budget, it is recommended that consideration be given towards increasing the quantity to be supplied by the successful proponent to 15,000 metric tonnes.

## Relevant Policy / Legislation/City By-Law

- 2018 Public Works Operations Budget
- By-Law No. 2017-015, Procurement Policy, Section 10.3 Request for Tenders

## Asset Management Plan Reference

N/A

## Consultation / Communication

- Discussion at the Public Works Committee meeting on March 8<sup>th</sup>, 2018
- Administrative Report PW-015-2018, dated May 20<sup>th</sup>, 2018

## 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 approved 2018 budget allocation for loose-top maintenance is \$125,000 and at this point in time, there has been nothing charged to that account.

Based on a unit cost of \$6.40 per tonne and the original tender estimate quantity of 12,000 metric tonnes, including the non-refundable HST, the cost for Granular “M” material would be approximately \$78,150 leaving \$46,850 within the approved budget allocation. It is recommended that the quantity to be supplied be increased to 15,000 metric tonnes or a cost of \$97,690 for the supply and stockpile of Granular “M” for 2018.

Staffing implications related to this matter are limited to normal administrative functions and duties and verifying final quantities.

### **Alternatives**

1. Award the tender based on the original tendered amount of 12,000 tonnes.
2. Award the tender based on increasing the tender quantity to 15,000 tonnes. (recommended)

### **Submission**

Prepared by:

Reviewed and submitted for  
Council’s consideration by:

“Original signed by”

“Original signed by”

---

G. Douglas Walsh, CET  
Director of Public Works

---

Christopher W. Oslund  
City Manager

Document Title: **PWO-RFT-002-2018 Supply & Stockpile of Granular "M"**

Closing Date: **Tuesday, March 13, 2018**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:05 pm

Submission Pricing

Bidder: **PEDERSED COISTRY**

12,000 T - Gran M:	96,000. <sup>00</sup>
HST:	12,480. <sup>00</sup>
Total:	<del>96,000.<sup>00</sup></del> 108,480. <sup>00</sup>

Bidder: **MILLER PAVING**

12,000 T - Gran M:	77,400. <sup>00</sup>
HST:	10,062. <sup>00</sup>
Total:	87,462. <sup>00</sup>

Bidder: **ALVIN CALDWELL SAND & GRAVEL**

12,000 T - Gran M:	76,800. <sup>00</sup>
HST:	9,984. <sup>00</sup>
Total:	86,784. <sup>00</sup>

Bidder: **JAMES LATHAM**

12,000 T - Gran M:	83,400. <sup>00</sup>
HST:	10,842. <sup>00</sup>
Total:	94,242. <sup>00</sup>

Bidder: **A. MIRON TOPSOIL**

12,000 T - Gran M:	93,600. <sup>00</sup>
HST:	12,168. <sup>00</sup>
Total:	105,768. <sup>00</sup>

Bidder:

12,000 T - Gran M:	
HST:	
Total:	

**Note:** All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

<u>Print Name</u>	<u>Representing</u>	<u>Signature</u>
Jessica Caldwell	Caldwell Sand & Gravel	J. Caldwell
Rod Sutton	WILSON CHEVROLET LIMITED	
NOLAN DOMPROSKE	<del>XXX</del> ENV	
Doug Wess	Co of IS	
Mike Latham	Pedersen	
Christ Bearse		
Matt McLane	Demara Construction	
D... T...		

The Corporation of the City of Temiskaming Shores  
By-law No. 2018-000

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

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

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

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

**And whereas** Council considered Administrative Report No. PW-015-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M” for consideration at the March 20, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Alvin Caldwell Sand & Gravel Ltd. Crushing and Stockpiling of a maximum 15,000 tonne of Granular “M” at the unit cost of \$6.40 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen





Schedule "A" to

**By-law 2018-000**

Agreement between

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

and

**Alvin Caldwell Sand & Gravel Ltd.**

for the Crushing and Stockpiling of Granular "M"

**This agreement** made in duplicate this 20<sup>th</sup> day of March 2018.

Between:

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

and

**Alvin Caldwell Sand & Gravel Ltd.**  
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

**Article I:**

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores  
Crushing and Stockpiling of Granular "M"  
TENDER No. PWO-RFT-002-2018**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Director, all the work by **May 31<sup>st</sup>, 2018.**

**Article II:**

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of Six Dollars and Forty Cents (\$6.40) per tonne plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of

transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Alvin Caldwell Sand & Gravel Ltd.**  
P.O. Box 502  
New Liskeard, Ontario  
P0J 1P0

Attn.: Harry Cooper

The Owner:

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

Attn.: Doug Walsh

**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 )

**Alvin Caldwell Sand & Gravel Ltd.**

Supplier's Seal )  
(if applicable) )

\_\_\_\_\_  
General Manager – Harry Cooper

\_\_\_\_\_  
Witness

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Municipal Seal )

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-000**

Form of Agreement  
Granular M



*Dymond  
Haileybury  
New Liskeard*

*Discover a whole new Ontario • Découvrez un tout nouvel Ontario*

**City of Temiskaming Shores  
Request for Tender  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

City of Temiskaming Shores  
P.O. Box 2050  
335 Farr Drive  
Haileybury, Ontario  
PO1 1K0

**Form of Tender**

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

The Contractor has carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Tender, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

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

ITEM #	MATERIAL	QUANTITY	UNIT PRICE	TOTAL
1	GRANULAR "M" 5/8 as per OPSS 1010, crush and stockpile at Contractors location within 5 kms of Temiskaming Shores.	12,000 tonnes	\$ 6.40	\$ 76,800 <sup>00</sup>
<b>SUB-TOTAL:</b>				\$ 76,800 <sup>00</sup>
<b>HST:</b>				\$ 9,984 <sup>00</sup>
<b>TOTAL</b>				\$ 86,784 <sup>00</sup>

Page 1 of 6 to be submitted

I/We ALVIN CALDWELL SAND + GRAVEL LTD offer to supply the requirements stated within.

the corresponding total cost of \$ 86,784<sup>00</sup> Tax included.

I/We guarantee the availability of the required materials stockpiled at the Contractors location considered to be MAIN pit, located within 5 kms of the outside boundaries of Temiskaming Shores.

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

I/We shall endeavor to complete the work by **May 31<sup>st</sup>, 2018.**

The specifications have been read over and agreed to this 12 day of MARCH 2018

Company Name <u>Alvin Caldwell Sand &amp; Gravel Ltd.</u>	Contact name (please print) <u>Harry Cooper</u>
Mailing Address <u>Po Box 502 New Liskeard, ON</u>	Title <u>General Manager</u>
Postal Code <u>P0J 1P0</u>	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone <u>705-647-5369</u>	Fax <u>705-647-5372</u>
Cell Phone if possible	Email <u>info@caldwellconstruction.ca</u>



**City of Temiskaming Shores  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

**Non Collusion Affidavit**

I/ We Alvin Caldwell Sand & Gravel Ltd. the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

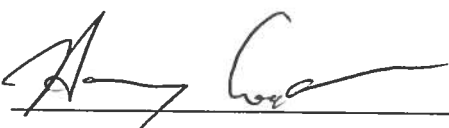
Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of 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, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard, ON this 12 day of March, 2018

Signed 

Company Name Alvin Caldwell Sand & Gravel Ltd.

Title General Manager

**City of Temiskaming Shores  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

**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:

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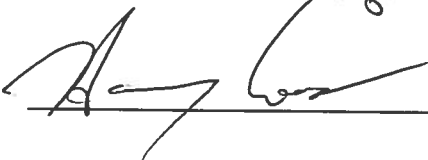
In making this quotation submission, our Company ~~has~~ / has no (strike out inapplicable portion) knowledge of or the ability to avail ourselves of confidential information of the City (other than confidential information which may have been disclosed by the City in the normal course of the quotation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

Dated at New Liskeard, ON this 12 day of March, 2018.

Firm Name Alvin Caldwell Sand & Gravel Ltd.

Bidder's Authorization Official \_\_\_\_\_

Title General Manager

Signature 

**City of Temiskaming Shores  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

**SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS**

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

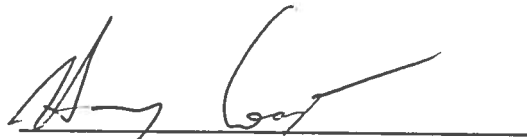
Name	Address	WSIB Certificate Number (copy attached)
N/A		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Harry Cooper

Printed



Signed

**Page 5 of 6 to be submitted**

**Schedule "B"**

**Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Harry Cooper Company Name Alvin Caldwell Sand & Gravel Ltd.

Phone Number 705-647-5369 Address 437110 Hawin Drive, New Liskeard, ON

I, Harry Cooper, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, \_\_\_\_\_, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at [www.gov.on.ca/mcss/serveability/splash.html](http://www.gov.on.ca/mcss/serveability/splash.html).

Date: March 12/18

---

**Subject:** Equipment Purchase – Light Duty Trucks

**Report No.:** PW-017-2018

**Agenda Date:** March 20, 2018

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### **Attachments**

**Appendix 01:** RFP Results

**Appendix 02:** Draft Agreements

### **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-017-2018; and
2. That Council directs staff to prepare the necessary by-law and agreement for the purchase of three (3) light duty trucks, as detailed in Request for Proposal PW-RFP-009-2018, from Wilson Chevrolet at a cost of \$96,899.00 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

### **Background**

In conjunction with the Asset Management and Fleet Replacement Plans, staff recommended the replacement of three light duty trucks within the current fleet. Council considered and approved the replacement of these units as part of the 2018 budget process.

Request for Proposal (RFP) PW-RFP-009-2018 was distributed to known suppliers and advertised in the City's Bulletin and on the City's Website.

### **Analysis**

Three (3) submissions were received in response to the Request for Proposals prior to the closing date of March 13, 2018 at 2:00 p.m. The RFP was for the supply and delivery of three (3) new light duty pick-up trucks with an option to include a four wheel drive option on any or all units.

The proposals were reviewed and evaluated in accordance to the requirements of the RFP and the deliverables to be provided by the successful service provider. The table below is the summary of the base pricing received from each of the dealers without the four wheel drive option being considered.

Vendor	Sub-total	HST	Total
Wilson Chevrolet	\$93,299.00	\$1,642.06	\$94,941.06
Bill Mathews Motors	\$98,458.00	\$1,732.86	\$100,190.86
Dilawri Auto	\$96,500.00	\$1,698.40	\$98,198.40

\* Non-Refundable HST

Based on the immediate and future use of the vehicles, the four wheel drive option was considered and is being recommended for one of the vehicles at this time.

### **Relevant Policy / Legislation/City By-Law**

- By-Law No. 2017-015, Procurement Policy, Section 10.4 Request for Proposals
- 2018 Capital Budget (Fleet)

### **Asset Management Plan Reference**

Priority Replacement Activities, Fleet & Heavy Equipment – Section 6.5.1.9

### **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

Approved Capital Project Budget \$113,000.00

Total Proposed Cost to be approved by Resolution / By-law \$98,604.43

### **Alternatives**

1. Purchase all three trucks without four-wheel drive, as per pricing below:

Vendor	Total including HST
Wilson Chevrolet	\$94,941.06
Bill Mathews Motors	\$100,190.86
Dilawri Auto	\$98,198.40

2. Purchase all three trucks with four-wheel drive, as per pricing below:

Vendor	Total including HST
Wilson Chevrolet	\$105,931.15
Bill Mathews Motors	\$109,035.83
Dilawri Auto	\$102,777.60

3. Purchase one truck with four-wheel drive, as per pricing below: (Recommended)

<b>Vendor</b>	<b>Total including HST</b>
Wilson Chevrolet	\$98,604.43
Bill Mathews Motors	\$103,345.42
Dilawri Auto	\$99,724.80

**Submission**

Prepared by:

Reviewed and approved by:

Reviewed and submitted for  
Council's consideration by:

"Original signed by"

"Original signed by"

"Original signed by"

\_\_\_\_\_  
Mitch Lafreniere  
Manager of Physical  
Assets

\_\_\_\_\_  
G. Douglas Walsh, CET  
Director of Public Works

\_\_\_\_\_  
Christopher W. Oslund  
City Manager

Document Title: **PW-RFP-009-2018 Light Duty Trucks**

Closing Date: **Tuesday March 13, 2018**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:15 pm

Submission Pricing

Bidder: WILSON CHEV OLDS

Truck No. 1:	26,751. <sup>00</sup>
Truck No. 2:	33,426. <sup>00</sup>
Truck No. 3:	33,122. <sup>00</sup>

Bidder:

Truck No. 1:	
Truck No. 2:	
Truck No. 3:	

Bidder: BILL MATHEWS MOTORS

Truck No. 1:	28,486. <sup>00</sup>
Truck No. 2:	35,774. <sup>00</sup>
Truck No. 3:	34,190. <sup>00</sup>

Bidder:

Truck No. 1:	
Truck No. 2:	
Truck No. 3:	

Bidder: DILAWEL CHRYSLER

Truck No. 1:	31,500. <sup>00</sup>
Truck No. 2:	32,500. <sup>00</sup>
Truck No. 3:	32,500. <sup>00</sup>

Bidder:

Truck No. 1:	
Truck No. 2:	
Truck No. 3:	

**Note:** Since this is a Request for Proposal all submissions are required to be evaluated based on a set of pre-determined evaluation criteria. All offered prices are offers only and subject to scrutiny. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

<u>Print Name</u>	<u>Representing</u>	<u>Signature</u>
Jessica Caldwell	Caldwell Sande Brown	J. Caldwell
Ron Cutler	WILSON CHEVROLET LIMITED	[Signature]
Nolan Dombroski	EXA	[Signature]
Dan Wurst	CoPTS	[Signature]
Mich Lafleur	' '	[Signature]
Matt McLan	Demora	[Signature]
DAVE TROEN	CITY	[Signature]
L. MCKNIGHT	CoPTS	L. McKnight



The Corporation of the City of Temiskaming Shores

By-law No. 2018-000

Being a by-law to enter into a Purchase Agreement with  
Wilson Chevrolet Limited for the purchase of three (3)  
light duty trucks

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

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

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

**And whereas** Council considered Administrative Report No. PW-017-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Wilson Chevrolet Limited for the purchase of three (3) light duty trucks at a cost of \$96,899.00 plus applicable taxes for consideration at the March 20, 2018, Regular Council meeting;

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

1. That Council authorizes the entering into a purchase agreement with Wilson Chevrolet Limited for the purchase of three (3) light duty trucks at an upset limit of \$96,899.00 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

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Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-000**

Equipment Purchase Agreement between

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

and

**Wilson Chevrolet Limited**

For the purchase of Light Duty Trucks

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

and

**Wilson Chevrolet Limited**  
(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Provide three (3) Light Duty Trucks in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Proposal (PW-RFP-009-2018)  
Supply and Delivery of New Light Duty Trucks**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of three (3) Light Duty Trucks in the amount of Ninety-Six Thousand, Eight Hundred and Ninety-Nine Dollars and Zero cents (\$96,899.00) plus applicable taxes;
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by

Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Wilson Chevrolet Limited**

883347 Hwy 65 E

New Liskeard, Ontario

N0J 1E0

Attn.: Michael Wilson

The Owner:

**City of Temiskaming Shores**

325 Farr Drive / P.O. Box 2050

Haileybury, Ontario

P0J 1K0

Attn.: Mitch Lafreniere

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Wilson Chevrolet Limited**

\_\_\_\_\_  
General Manager – Michael Wilson

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-000**

Form of Agreement  
Light Duty Trucks



City of Temiskaming Shores  
PW-RFP-009-2018

Supply and Delivery of New Light Duty Trucks

**City of Temiskaming Shores**  
**PW-RFP-009-2018**  
Supply and Delivery of New Light Duty Trucks

PW-RFP-009-2018

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, WILSON CHEVROLET LIMITED  
(Registered Company Name/Individuals Name)

Of, 883377 HIGHWAY 65E NEW LISKEARD ON. P0J-1P0  
(Registered Address and Postal Code)

Business:

Phone Number (705) - 647-4373

Fax Number (705) - 647-3062

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

Price for truck #1 (less HST)	\$ <u>26,751.00</u>
Price for truck #2 (less HST)	\$ <u>33,426.<sup>00</sup></u>
Price for truck #3 (less HST)	\$ <u>33,122.<sup>00</sup></u>

**Note:** see following page for optional items to be priced.



Optional vinyl seats for each	\$ <u>INCLUDED</u>
Optional vinyl floor	\$ <u>INCLUDED</u>
*Optional 4-wheel drive	\$ <u>3600.<sup>00</sup></u>
Option for spray on type box liner	\$ <u>275.<sup>00</sup></u>

\* City may consider four-wheel drive option.





City of Temiskaming Shores  
PW-RFP-009-2018

Supply and Delivery of New Light Duty Trucks

**City of Temiskaming Shores**  
**PW-RFP-009-2018**  
Supply and Delivery of New Light Duty Trucks

**NON-COLLUSION AFFIDAVIT**

I/We WILSON CHEVROLET LIMITED 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

WILSON CHEVROLET LIMITED

Title

FLEET MGR.



City of Temiskaming Shores  
PW-RFP-009-2018

Supply and Delivery of New Light Duty Trucks

**City of Temiskaming Shores**  
**PW-RFP-009-2018**  
Supply and Delivery of New Light Duty Trucks

**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:

---



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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 NEW LISKEARD this 8 day of MARCH, 2018.

FIRM NAME: WILSON CHEVROLET LIMITED.

BIDDER'S AUTHORIZED OFFICIAL: MICHAEL WILSON.

TITLE: General manager

SIGNATURE: 

**Subject:** Equipment Purchase – Sidewalk Machine

**Report No.:** PW-018-2018

**Agenda Date:** March 20, 2018

**Attachments**

**Appendix 01:** RFP Opening Results

**Appendix 02:** Draft Agreement

**Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-018-2018; and
2. That Council directs staff to prepare the necessary by-law and agreement with *Work Equipment* for the purchase of a sidewalk machine and various attachments, as detailed in Request for Proposal PW-RFP-007-2018 at a cost of \$157,000 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

**Background**

In conjunction with the Asset Management and Fleet Replacement Plans, staff has deemed it necessary to replace one of our sidewalk machines. Council considered and approved the replacement of this unit as part of the 2018 budget process.

Request for Proposal (RFP) PW-RFP-009-2018 was distributed to known suppliers and advertised in the City’s Bulletin and on the web site.

**Analysis**

Three (3) submissions were received in response to the Request for Proposals prior to the closing date of March 13th, 2018 at 2:00 p.m. The RFP was for the supply and delivery of one new sidewalk machine with various attachments.

The proposals were reviewed and evaluated in accordance to the requirements of the RFP and the deliverables to be provided by the successful service provider.

Vendor	Unit Price	Attachments	HST <sup>1</sup>	Total
Work Equipment	\$124,000.00	\$33,000.00 <sup>2</sup>	\$2,763.20	\$159,763.20
Cubex	\$140,489.59	\$38,513.56 <sup>2</sup>	\$3,150.46	\$182,153.61
Joe Johnson	\$127,200.00	\$34,835.00 <sup>2</sup>	\$2,851.81	\$164,886.81

<sup>1</sup> Non-Refundable HST

<sup>2</sup> City staff are recommending the replacement of some of our attachments as the current devices are all over 10 years old and have exceeded their life expectancy.

**Relevant Policy / Legislation/City By-Law**

- By-Law No. 2017-015, Procurement Policy, Section 10.4 Request for Proposals
- 2018 Capital Budget (Fleet)

**Asset Management Plan Reference**

- Priority Replacement Activities, Fleet & Heavy Equipment – Section 6.5.1.9
- Comprehensive Fleet Replacement Plan

**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

Approved Capital Project Budget \$170,000.00

Total Proposed Cost to be approved by Resolution / By-law \$159,763.20

**Alternatives**

No alternatives were considered.

**Submission**

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

“Original signed by”

“Original signed by”

“Original signed by”

\_\_\_\_\_  
Mitch Lafreniere  
Manager of Physical  
Assets

\_\_\_\_\_  
G. Douglas Walsh, CET  
Director of Public Works

\_\_\_\_\_  
Christopher W. Oslund  
City Manager

Document Title: **PW-RFP-007-2018 Supply & Delivery of Sidewalk Machine**

Closing Date: **Tuesday, March 13, 2018**

Closing Time: **2:00 p.m.**

Department: **Public Works**

Opening Time: 2:00 pm

Submission Pricing

Bidder: WORK EQUIPMENT LTD

Sidewalk Unit:	124,000. <sup>00</sup>
Straight Blade:	4,950. <sup>00</sup>
V-Blade:	6,600. <sup>00</sup>
Sander:	6,450. <sup>00</sup>
Broom:	7,100. <sup>00</sup>
Blower:	14,500. <sup>00</sup>

NOTE: Prices excluded HST.

Bidder: JOE JOHNSTON EQUIPMENT

Sidewalk Unit:	127,200. <sup>00</sup>
Straight Blade:	5,200. <sup>00</sup>
V-Blade:	6,800. <sup>00</sup>
Sander:	6,775. <sup>00</sup>
Broom:	7,460. <sup>00</sup>
Blower:	15,400. <sup>00</sup>

Bidder: CUBEX

Sidewalk Unit:	140,489. <sup>59</sup>
Straight Blade:	5,397. <sup>00</sup>
V-Blade:	7,350. <sup>00</sup>
Sander:	5,985. <sup>84</sup>
Broom:	7,950. <sup>00</sup>
Blower:	19,181. <sup>56</sup>


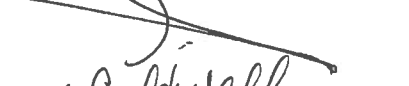
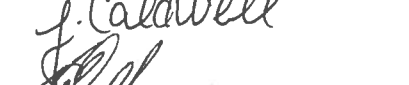
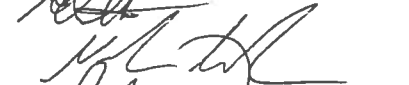


NOTE: Prices excluded HST.

Bidder:

Sidewalk Unit:	
Straight Blade:	
V-Blade:	
Sander:	
Broom:	
Blower:	

**Note:** Since this is a Request for Proposal all submissions are required to be evaluated based on a set of pre-determined evaluation criteria. All offered prices are offers only and subject to scrutiny. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

Print Name	Representing	Signature
Ty Goldin	Cubex Ltd	
KEVIN LUCHARNEST	WORK EQUIPMENT	
Jessica Caldwell	Caldwell Sand & Gravel	
Ron Surtok	WILSON CHEVROLET LIMITED	
NOVA DOMROSKI	EXP	
Dave Wanser	KOFTS	
Nick Lafreniere	Dalton	

The Corporation of the City of Temiskaming Shores

By-law No. 2018-000

Being a by-law to enter into a Purchase Agreement with  
Works Equipment Ltd. for the purchase of a Sidewalk  
Machine and various attachments

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

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

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

**And whereas** Council considered Administrative Report No. PW-018-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Work Equipment Ltd. for the purchase of a sidewalk machine and various attachments, as detailed in Request for Proposal PW-RFP-007-2018 at a cost of \$157,000 plus applicable taxes for consideration at the March 20, 2018, Regular Council meeting;;

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

1. That Council authorizes the entering into a purchase agreement with Work Equipment Ltd. for the purchase of a sidewalk machine and various attachments at an upset limit of \$157,000 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-000**

Equipment Purchase Agreement between

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

and

**Work Equipment Ltd.**

For the purchase of a Sidewalk Machine and various  
attachments

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

(hereinafter called “the Owner”)

and

**Work Equipment Ltd.**

(hereinafter called “the Supplier”)

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Provide one Sidewalk Machine and various attachments in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Proposal (PW-RFP-007-2018)  
Supply and Delivery of a New Sidewalk Machine**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of one (1) Sidewalk Machine and various attachments in the amount of One Hundred and Fifty-Seven Thousand Dollars and Zero cents (\$157,000.00) plus applicable taxes;
- b) That the attachments to be acquired by the city are as follows:

Straight Blade @	\$4,950.00	Sander @	\$6,450.00
Broom @	\$7,100.00	Blower @	\$14,500.00

Various attachments excludes purchase of V-Blade.

- c) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.



Article III:

All communications in writing between the parties, or between them and the Engineer shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Work Equipment Ltd.**

55 Thunderbird Drive  
P.O. Box 244  
Courtland, Ontario  
N0J 1E0

Attn.: Joe Lampert

The Owner:

**City of Temiskaming Shores**

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

Attn.: Mitch Lafreniere

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Work Equipment Ltd.**

\_\_\_\_\_  
Sales – Joe Lampert

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-000**

Form of Agreement  
Sidewalk Machine



## Questions

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

### Mitch Lafreniere

Manager of Physical Assets  
City of Temiskaming Shores  
325 Farr Drive  
Temiskaming Shores, ON P0J 1K0  
Phone: (705) 672-3363 ext. 4113  
Fax: (705) 672-3200  
[mlafreniere@temiskamingshores.ca](mailto:mlafreniere@temiskamingshores.ca)

### Scope of Work

To supply and deliver a new side walk machine. The following is intended to be a minimum standard required for the unit proposed. A demo unit may be requested for on-site demo prior to award.

### Cab

- cab shall have two side slide windows **YES**
- seat shall be fabric covered, air ride seat, Knoedler or comparable, please specify **Yes Knoedler**
- seat shall have safety switch to lock out PTO, engine run only in neutral and rear hydraulics shut down specify **Yes as specified**
- must have seat belt hydrostatic interlock option **YES**
- cab shall be 80 inches maximum specify **80.0"**
- three speed heater defrosters with at least two floor heat vents specify **Yes with 7 speed heater**
- two speed wipers on front and rear windows intermittent specify **Yes as specified**
- windshield washer front and rear windows **YES**
- outside and inside rearview mirrors **YES**
- dome light **YES**
- tractor must be equipped with hydraulic auto/run switch which controls rear hydraulic couplers when connected **YES**
- rear hydraulics shut off when tractor is stopped **YES**
- AM/FM radio **YES**
- Tilt steering with column mounted self-cancelling signal light lever **YES**
- Removable door & side panels **YES**
- Flat step for safe entry **YES**
- Be equipped with a sound barrier lining so that the reading will not exceed 80 DBA at 2500 RPM **74 dba**
- Interior dimensions in driver's area must be a minimum of 45" in width, 54" in height and 53" in length **YES**
- Overall length of unit should not exceed 150" specify length **149.5"**
- Factory installed A/C **YES**
- Unit must have a back up camera **YES**



### Engine

- Shall be turbo charged, specify HP 74 at what RPM 2500
- 4-cylinder engine with no less than 276 cu. in. displacement **YES TIER 4 FINAL EMISSIONS STANDARD**
- Torque shall be 224 ft. lbs. at 1600 RPM minimum please specify
- The engine shall be equipped with cold starting aid **YES**
- Block heater **YES**
- Reversing engine fan **YES**
- Dry air cleaner with pre-cleaner **YES**
- The engine shall be equipped with an automatic shutdown system activated from low oil pressure or high-water temperature **YES**
- Shall be equipped with a warning light and buzzer **YES**

### Engine Access

- Please provide specifics on access to engine
- **Quick remove side panels with integrated hinged door access for daily checks**
- **Independent removable and hinged aluminum top hood**  
**All hoods or panels manufactured from 14-16 gauge material**

### Cooling System

- Please provide specifics on cooling system
- **Water cooled, 2 piece cooler bolted together for hydraulic oil and engine coolant**
- **Cooler is enclosed and sealed to prevent dirt and objects from entering fins**

### PTO

- Please provide specifics on PTO
- **1.375" 6 spline 540 rpm, 65 hp, electric over hydraulic actuation**
- **11.5" Over Centre**

### Joystick

- Please provide specifics on Joystick
- **Single joystick with 8 backlit membrane switches and LED indicator lights.**
- **3 float position switches, joystick switches colour coded to hydraulic couplers on front of tractor.**  
**3 position selector switch matches joystick controls to attachment functions.**



**Hitches**

- Consideration will be given for being able to attach existing trackless attachments with no modifications. **No Modifications**
- There shall be an up/down switch located between the front 2 lift cylinders to control the lift cylinders when connecting attachments. **YES**
- For safety, the switch controls the cylinders at 25% hydraulic flow rate and will not operate if anyone is present in the operator's seat. **YES**

**Fuel tank**

- Capacity: please specify 92 litres

**Transmission**

- Shall be hydrostatic and controlled by a single electronic foot pedal. **YES**
- Must have a built-in safety neutral switch. **YES**
- The tractor shall also be equipped with a two (2) speed transmission which provides low speed range and high-speed range. **YES**
- Equipped with seat belt hydrostatic interlock X         

YES
NO

**Hydraulic System**

- The rear of tractor shall be equipped with two (2) high output couplers (10 GPM) minimum. **YES**
- Auxiliary pump shall be supplied. YES X or NO
- Two of the front couplers shall also be high output. YES X or NO
- Hydraulic functions shall be controlled by a single electronic joystick specify Yes Single Joystick
- The joystick shall include the forward/neutral/reverse switch for the hydrostatic transmission. **YES**
- All hoses shall be supported and routed in such a way that wear will not occur by rubbing against sharp railings **YES**

**Axles**

- Specify Dana 60 type with 8 bolt stud pattern to accept current city owned spare tires and duals.

**Tires and Hubs**

- Tire size LT245/75R-16 radials and manufactured in North America. **YES**
- 10.0x16 Wheels **YES**
- If different please specify As specified

**Brakes**

- Specify type 2.5" x 12" Bendix type



**Electrical System**

- 12-volt DC negative ground. **YES**
- Alternator output shall be 130 amps minimum and a voltmeter in the cab to monitor charging system. **YES**
- All switches for lights, heater, wipers and ignition shall be in cab and visible to the operator at all times. **YES**
- Complete wiring harnesses shall be sealed, color coded and be routed in such a way as to protect the harnesses from shorting out. **YES**
- The following gauges must be supplied at minimum:
- Digital Screen: Yes   **X**   or No \_\_\_\_\_
- Tachometer **YES**
- Hour meter **YES**
- Coolant Temperature **YES**
- Hydraulic oil temperature **YES**
- Voltmeter **YES**
- Fuel gauge **YES**
- speedometer **YES**

**Lights**

- Four (4) adjustable halogen headlights **YES**
- two (2) LED tail-lights **YES**
- combination signal lights and brake lights **YES**
- four (4) turn signal markers and 4-way flashers **YES**

**Beacon Lights**

- Light shall be mounted at rear of cab above top of window but not roof mounted. Shall be capable of being either a rear work light or reverse light. Activated by switch inside cab. **YES**
- One (1) amber LED flashing light specify location   **8 Grote oval strobes part of A/C branch guard.**

**Warranty**

- Specify   **1 year or 600 hours parts and labour**

**Engine Warranty**

- Specify   **5 years or 5,000 hours through John Deere**

**Manuals**

- One complete set of operating, parts and service manuals including attachments (if purchased) shall be supplied with the unit, including CD **YES**

**Training**

- Successful bidder shall provide operators and mechanics with information and training when unit is delivered for a minimum of 8 hours **YES**



**Attachments (to be priced separately)**

- **Blower:** 51" wide high output ribbon blower with sides and sidewalk chute **YES**
- **Blade:** one angling straight blade specify width: 60 inches **YES**
- **Blade:** one folding V-plow **YES**
- **Sander:** one sand & salt spreader with capacity not less than ½ cu. yd. **YES**
- **Broom:** one 60" hydraulic driven scissor action power angle sweeper with ½ poly and ½ wire Bristles **YES**





**Existing city owned attachments**

The City currently owns specific attachments that we intend to keep. It is the bidder's responsibility to ensure that the piece of equipment you are proposing will be compatible to our attachments. The following is a list of attachments that the City has:

- |                  |  |
|------------------|--|
| - straight Blade | <b>Yes compatible with no modifications</b>                      |
| - V-blade        | <b>Yes compatible with no modifications</b>                      |
| - Sander         | <b>Yes compatible with no modifications</b>                      |
| - Broom          | <b>Yes compatible with no modifications</b>                      |
| - Boom Flail     | <b>Yes compatible with no modifications including dual tires</b> |

All attachments have been previously purchased by the City to fit existing MT6 and MT5 sidewalk machines made by Trackless Vehicles.



**City of Temiskaming Shores**  
**PW-RFP-007-2018**  
Supply and Delivery of a New Sidewalk Machine

PW-RFP-007-2018

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I,                     **WORK EQUIPMENT LTD.**                      
(Registered Company Name/Individuals Name)

Of,           **BOX 244, 55 THUNDERBIRD DRIVE, COURTLAND, ON N0J-1E0**            
(Registered Address and Postal Code)

Business:

Phone Number ( 519 ) - 688-0370

Fax Number ( 519 ) - 688-3644

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

	Unit price	Total with HST
Price for unit	\$ <u>124,000.00</u>	\$ <u>140,120.00</u>
Price for straight Blade	\$ <u>4,950.00</u>	\$ <u>5,593.50</u>
Price for V-Blade	\$ <u>6,600.00</u>	\$ <u>7,458.00</u>
Price for Sander	\$ <u>6,450.00</u>	\$ <u>7,288.50</u>
Price for Broom	\$ <u>7,100.00</u>	\$ <u>8,023.00</u>
Price for Blower	<b>14,500.00</b>	<b>16,385.00</b>

Proposal Evaluation Criteria



**PW-RFP-007-2018**

Supply and Delivery of a New Sidewalk Machine

**NON-COLLUSION AFFIDAVIT**

I/We **WORK EQUIPMENT LTD.** 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

**WORK EQUIPMENT LTD.**

Title

**SALES**



**City of Temiskaming Shores**  
**PW-RFP-007-2018**  
Supply and Delivery of a New Sidewalk Machine

**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:

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---

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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 COURTLAND this 2nd day of MARCH, 2018.

FIRM NAME: WORK EQUIPMENT LTD.

BIDDER'S AUTHORIZED OFFICIAL: JOE LAMPERT

TITLE: SALES

SIGNATURE: 

# Memo

**To:** Mayor and Council  
**From:** Tammie Caldwell, Director of Recreation  
**Date:** March 20, 2018  
**Subject:** Attendance at the International Federation of Ageing Global Conference - Danielle Covello  
**Attachments:** None

---

Mayor and Council:

I am pleased to inform you that Danielle Covello – Age Friendly Coordinator and Get Active Programmer has been selected to present at the International Federation on Aging to be hosted by the City of Toronto August 8 to 10, 2018.

The City of Temiskaming Shores Age Friendly Community initiative has been in the forefront regionally and provincially since it commenced in 2015 under the direction of Amber Sayer. Danielle Covello has carried this into her work and reached out to the International Federation on Aging Global Conference to determine if there was an avenue for her to attend as a delegate. Through discussion, she was requested to submit an abstract to be considered as a Presenter. Danielle's abstract was accepted and further, she volunteered to assist in the organizing and implementation of the conference and as a volunteer has had the registration fee waived.

It is an honor to be a part of this prestigious event and to have the City of Temiskaming Shores represented.

Sincerely,

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

# **Memo**

**To:** Mayor and Council  
**From:** Tammie Caldwell, Director of Recreation  
**Date:** March 20, 2018  
**Subject:** Temiskaming Shores and Area Rotary Club - Frog's Breath Foundation Funding Application  
**Attachments:** Appendix 01 – Rotary Letter

---

Mayor and Council:

The intake of funding applications to the Frog's Breath Foundation is March 30, 2018.

The Temiskaming Shores and Area Rotary Club has submitted a request to obtain charitable sponsorship from the City of Temiskaming Shores to submit an application to Frog's Breath in the \$10,000+ category.

Council passed By-law No. 17-100 being a by-law to enter into a Strategic Alliance Agreement with the Rotary Club of Temiskaming Shores and Area for the development of a permanent Splash Pad Park in the City of Temiskaming Shores. Staff fully supports the request from the Rotary Club and recommends that Mayor and Council approve the request.

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



Temiskaming Shores and Area

**Rotary**

Club

PO Box 161

Haileybury, Ontario POJ 1K0



March 15, 2018

David Treen  
Municipal Clerk  
City of Temiskaming Shores  
P.O. Box 2050  
Haileybury, Ontario  
POJ IK0

**RE: REQUEST FOR CHARITABLE SPONSORSHIP**

Dear Mr. Treen;

The Temiskaming Shores & Area Rotary Club and the City of Temiskaming Shores have partnered in the development of a Splash Pad.

The Rotary Club wishes to submit a funding application to the Frog's Breath Foundation in the \$10,000+ category to assist in funding the project and request approval to obtain Charitable Sponsorship from the municipality.

Thank you for your consideration of the request.

A handwritten signature in blue ink that reads "James Franks". The signature is written in a cursive style.

James Franks  
Club Secretary

**Subject:** Zero-Turn Riding Lawnmower

**Report No.:** RS-003-2018  
**Agenda Date:** March 20, 2018

**Attachments**

**Appendix 01:** RS-RFQ-002-2018 Submission Results

**Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-003-2018; and
2. That Council approves the purchase of a Zero Turn Riding Lawnmower from MCK Temiskaming at an upset limit of \$15,917.46 plus applicable taxes.

**Background**

The Recreation Department currently have four Zero-Turn Lawnmowers that operate on a daily basis for 5 months in a year. Two of these units are ten years old and the other two are six years old.

Council approved \$20,000 in the 2018 Capital Budget for the supply of one Zero-Turn Lawnmower.

**Analysis**

Request for Quotation, RS-RFQ-002-2018 was issued on February 8, 2018 with a closing date of 2:00 pm February 27, 2018, for the supply of one Zero-Turn Lawnmower, with a delivery date of May 7, 2018.

Seven quotations were received (Appendix 01) and three met the required specifications and are summarized below:

<b>Vendor</b>	<b>Amount</b>	<b>HST</b>	<b>Total</b>
MCK Temiskaming	\$ 15,917.46	\$ 2,069.27	\$ 17,986.73
Brownlee Equipment	\$ 19,120.00	\$ 2,485.60	\$ 21,605.60
Green Tractor Opt. A	\$ 21,950.00	\$ 2,853.50	\$ 24,803.50

Based on the specifications requested, the lowest quotation received was from MCK Temiskaming Shores in the amount of \$15,917.46 plus applicable taxes and staff is recommending that a unit be purchased from MCK Temiskaming.



MCK Temiskaming Shores currently services two of the older Kubota Zero-Turn Lawn mowers when required.

**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

Capital Allocation	<u>\$20,000.00</u>
Kubota Model # ZD 1211-60	\$15,917.46
HST:	<u>\$ 280.15</u>
Total:	\$16,197.61
Remaining	\$ 3,802.89

**Submission**

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

"Original signed by"	"Original signed by"	"Original signed by"
_____	_____	_____
Paul Allair Superintendent of Parks And Facilities	Tammie Caldwell Director of Recreation Services	Christopher W. Oslund City Manager

Document Title: **RS-RFQ-002-2018 Zero-Turn Riding Lawnmower**

Closing Date: **Tuesday February 27, 2018**

Closing Time: **2:00 p.m.**

Department: **Recreation Services**

Opening Time: 2:05 pm

Submission Pricing

Bidder: MCK TEMISKAMING

Zero-Turn Mower:	\$ 15,917.46
HST:	2,069.27
Total:	17,986.73

Bidder: EBERT WELDING "C"

Zero Turn Mower:	12,740.00
HST:	1,656.20
Total:	14,396.20

Bidder: BROWNLEE EQUIPMENT

Zero-Turn Mower:	19,120.00
HST:	2,485.60
Total:	21,605.60

Bidder: GREEN TRACTORS EARLTON "A"

Zero Turn Mower:	21,950.00
HST:	2,853.50
Total:	24,803.50

Bidder: EBERT WELDING "A"

Zero-Turn Mower:	13,925.00
HST:	1,810.25
Total:	15,735.25

Bidder: GREEN TRACTORS EARLTON "B"

Zero Turn Mower:	13,065.00
HST:	1,698.45
Total:	14,763.45

Bidder: EBERT WELDING "B"

Zero-Turn Mower:	12,375.00
HST:	1,608.75
Total:	13,983.75

Bidder:

Zero Turn Mower:	
HST:	
Total:	

**Note:** All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

Print Name

DAVE GREEN  
 TAMMIE CALDWELL  
 PAUL ALLONIA  
 Steve Burnett  
 Doug Alastair  
 Mitch Latner  
 LINDA MCKNIGHT

Representing

T. SHORES  
 T. SHORES  
 T. SHORES  
 T. Shores  
 " "  
 Capt TS

Signature

*[Handwritten signatures]*

**Subject:** Agt with Gym Con Ltd. for the Lobby  
Floor Replacement at the Hlby Arena

**Report No.:** RS-004-2018  
**Agenda Date:** March 20, 2018

---

## **Attachments**

**Appendix 01:** RS-RFQ-001-2018 Submission Results

## **Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-004-2018;
2. That Council approves the reallocation of remaining funds in the 2018 Capital Budget from the Zero Turn Unit in the amount of \$3,802.39 to the Haileybury Arena Lobby Floor Replacement and \$630.94 from the Groomer Purchase; and
3. That Council directs staff to prepare the necessary by-law to enter into an agreement with Gym-Con Ltd. for replacement of the Haileybury Arena Lobby Floor at an upset limit of \$43,665.00 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting.

## **Background**

The existing VC tile flooring in the Haileybury Arena is approximately twenty-five years old and is in need of replacement.

Council approved \$40,000 in the 2018 Capital Budget for the supply and installation of 2,900 square feet of rubberized sports flooring encompassing the lobby and adjoining rooms.

## **Analysis**

Request for Quotation RS-RFQ-001-2018 was issued on February 8, 2018 with a closing date of 2:00 pm February 27, 2018, for the supply and installation of Haileybury Arena Lobby Flooring. The work is to be completed between July 23 and August 3, 2018.

The project will also involve the removal and disposal of the existing VC tile flooring.

Two quotations were received with the lowest being from Gym-Con Ltd. in the amount of \$43,665.00 plus applicable taxes (attached as Appendix No. 01). The lowest quote is not within the budgeted amount.

Staff has reviewed the 2018 Capital Budget Program and recommend that Council reallocate \$3,802.39 that is remaining from the \$20,000 budgeted for the Zero-Turn

Lawnmower in the 2018 Capital Budget Program as well as \$630.94 remaining from the Groomer Project to fund the Lobby Floor project.

Gym-Con Ltd. has been involved in many projects with municipal arenas and recreation centres, providing positive results. It is recommended.

**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

Capital Allocation	\$40,000.00
Zero Turn Reallocation	\$ 3,802.00
Groomer Reallocation	<u>\$ 631.50</u>
Total:	\$44,433.50

Haileybury Lobby Floor	\$43,665.00
HST	<u>\$ 768.50</u>
Total:	\$44,433.50

**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”
_____	_____	_____
Paul Allair Superintendent of Parks And Facilities	Tammie Caldwell Director of Recreation Services	Christopher W. Oslund City Manager

Document Title: **RS-RFQ-001-2018 Hilby Arena Lobby Floor Replacement**

Closing Date: **Tuesday February 27, 2018**

Closing Time: **2:00 p.m.**

Department: **Recreation Services**

Opening Time: 2:17 pm,

Submission Pricing

Bidder: ADVANTAGE SPORT

Flooring (2,900 ft <sup>2</sup> ):	48,981.00
HST:	6,367.53
Total:	55,348.53

Bidder:

Flooring (2,900 ft <sup>2</sup> ):	
HST:	
Total:	

Bidder: Jim Gym - Co2

1.76

Flooring (2,900 ft <sup>2</sup> ):	43,665.00
HST:	5,675.45
Total:	49,341.45

Bidder:

Flooring (2,900 ft <sup>2</sup> ):	
HST:	
Total:	

Bidder:

Flooring (2,900 ft <sup>2</sup> ):	
HST:	
Total:	

Bidder:

Flooring (2,900 ft <sup>2</sup> ):	
HST:	
Total:	

Bidder:

Flooring (2,900 ft <sup>2</sup> ):	
HST:	
Total:	

Bidder:

Flooring (2,900 ft <sup>2</sup> ):	
HST:	
Total:	

**Note:** All offered prices are offers only and subject to scrutiny. Submissions will be reviewed for errors, omissions and accuracy by municipal staff prior to any awarding. All proponents whether successful or not will be notified of results, in writing at a later date.

Attendees:

**Print Name**  
 Dave Trean  
 Dave Wessit  
 Steve Burnett  
 Paul Allair  
 Tammie Caldwell  
 Linda McKnight  
 Mich / Fred S.

**Representing**  
 Co of T.S.  
 " "  
 Co of TS  
 CITY OF T. SHORES  
 T. SHORES  
 Co of TS

**Signature**  


The Corporation of the City of Temiskaming Shores

By-law No. 2018-000

Being a by-law to enter into an Agreement with Gym-Con Ltd. for the supply and installation of flooring in the Haileybury Arena Lobby

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

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

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

**And whereas** Council considered Administrative Report No. RS-004-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Gym-Con Ltd. for the supply and installation of flooring in the lobby of the Haileybury Arena at an upset limit of \$43,665.00 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Gym-Con Ltd. for the supply and installation of flooring in the lobby of the Haileybury Arena at an upset limit of \$43,665.00 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-000**

Agreement between

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

and

**Gym-Con Ltd.**

For the supply and installation of flooring in the lobby  
of the Haileybury Arena

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

(hereinafter called “the Owner”)

and

**Gym-Con Ltd.**

(hereinafter called “the Supplier”)

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Supply and install flooring in the lobby of the Haileybury Arena in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Quotation (RS-RFQ-001-2018)  
Supply and Installation of flooring at the Haileybury Arena**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and installation of the flooring in the amount of Forty-Three Thousand, Six Hundred and Sixty-Five Dollars and Zero cents (\$43,665.00) plus applicable taxes;
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by



Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Gym-Con Ltd.**  
93 Rawson Avenue  
Barrie, Ontario  
L4N 6E5

Attn.: Tim Klementti

Email: [estimating@gym-con.com](mailto:estimating@gym-con.com)

The Owner:

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

Attn.: Paul Allair

Email: [pallair@temiskamingshores.ca](mailto:pallair@temiskamingshores.ca)

**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 )

**Gym-Con Ltd.**

Supplier's Seal )  
(if applicable) )

\_\_\_\_\_  
President – Tim Klementti

\_\_\_\_\_  
Witness – Ian Wilson

Municipal Seal )

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-000**

Form of Agreement  
Lobby Flooring for the Haileybury Arena

**REQUEST FOR QUOTATION  
RS-RFQ- 001-2018  
Supply and Installation of the Haileybury Community Centre Lobby Floor  
FORM OF QUOTATION**

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 equipment<sup>1</sup>, 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:	GYM - CON LTD		
Mailing Address:	93 RAWSON AVENUE, BARRIE, ONTARIO		
	L4N 6E5		
Telephone No.:	1-705-728-2222	Fax No.	1-705-728-2266
Email Address:	ESTIMATING@GYM-CON.COM		

ITEM	HAILEYBURY COMMUNITY CENTRE LOBBY FLOOR	Unit Price/SQ.FT.	Total
1.	Haileybury Community Centre Lobby Floor removal disposal and installation as per the attached drawing. (2900 sq.)	\$15.06/sq	\$49,341.45
<b>Sub-Total:</b>			\$43,665.00
<b>HST:</b>			5,675.45

Hourly Rate for additional work (if required): \$ 738.00/hr (applicable with approval of City)

The following documents have been attached:

- Insurance Coverage in the form of a Certificate of Insurance

To be submitted

**REQUEST FOR QUOTATION  
RS-RFQ- 001-2018  
Supply and Installation of the  
Haileybury Community Centre Lobby Floor**

**NON COLLUSION AFFIDAVIT**

I/We GYM-CON LTD 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 23<sup>RD</sup> day of FEBRUARY, 2018

Authorized Signatures:

GYM-CON LTD  
Name of Firm

[Signature]  
Signature

PRESIDENT  
Position

IAN WILSON                      [Signature]  
Witness Name                      Witness Signature

AND, if more than one:

[Signature]  
Signature

Vice - President  
Position

Company Seal  
(If applicable)

Nicole Mercer                      [Signature]  
Witness Name                      Witness Signature

To be submitted

REQUEST FOR QUOTATION  
RS-RFQ- 001-2018  
Supply and Installation of the  
Haileybury Community Centre Lobby Floor

**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, BARRIE ONTARIO this 23<sup>RD</sup> day of FEBRUARY, 2018 TK

FIRM NAME: GYM - CON LTD.

BIDDER'S AUTHORIZED OFFICIAL: Tim Klementz

TITLE: President

SIGNATURE: 

To be submitted

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

**By-Law No. 2018-039**

**Being a by-law to amend By-law No. 2016-133 being a by-law to  
adopt a Charitable Sponsorship Policy for the City of  
Temiskaming Shores (Food Banks)**

**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 adopted a Charitable Sponsorship Policy on August 2, 2016;

**And whereas** Council considered Memo No. 000-2018-CS at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to amend By-law No. 2016-133 identifying organizations that Council exempts from certain provisions of the Policy and still attain sponsorship and use of the City's Charitable Number for consideration at the March 20, 2018 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 Article 3 of Schedule "A" to By-law No. 2016-133 ***Charitable Sponsorship Policy***, as amended be further amended by adding the following after the Notes:

**Exemption to Article 3**

The following organizations are exempt from the requirement to include the amount being requested from the funding agency and how funds will be allocated as well as a copy of the funding application:

- Food Banks within Temiskaming Shores
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law and schedule, after the passage of this By-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

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Mayor – Carman Kidd

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Clerk – David B. Treen



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

**By-law No. 2018-041**

**Being a by-law to authorize an Agreement with RV Anderson Associates Ltd. for Engineering Services for the design of an Ultra-Violet Treatment System at the Haileybury Wastewater Treatment Plant**

**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. PW-012-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law and agreement for Engineering Services for the design of a UV Treatment System at the Haileybury WWTP with RV Anderson Associates Ltd. at an upset limit of \$58,579.00 for consideration at the March 20, 2018 Regular Council meeting;

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

1. That the Mayor and Clerk be authorized to enter into an Engineering Agreement with RV Anderson Associates Ltd. for the design of an Ultra-Violet Treatment System for the effluent at the Haileybury Wastewater Treatment Plant for a total upset limit of \$58,579.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make 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 20<sup>th</sup> day of March, 2018.

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Mayor - Carman Kidd

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Clerk - David B. Treen



Schedule "A" to

**By-law 2018-041**

Agreement between

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

and

**RV Anderson Associates Ltd.**

for the design of an Ultra-Violet Treatment System for  
the Haileybury Wastewater Treatment Plant

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

and

**RV Anderson Associated Ltd.**  
(hereinafter called “the Consultant”)

Witnesseth:

That the Owner and the Consultant shall undertake and agree as follows:

**Article I:**

The Consultant will:

- a) Provide all material and perform all work described in the following guiding documents:
  - i. Request for Proposal PW-RFP-006-2018; and
  - ii. RV Anderson Associates Ltd. submission in response to PW-RFP-006-2018.
- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete a UV Treatment System design, tender documents and submission of the Environmental Compliance Approval amendment to the MOECC by **August 31<sup>st</sup>, 2018.**

**Article II:**

The Owner will:

- a) Pay the Consultant in lawful money of Canada for the material and services aforesaid **Fifty Eight Thousand, Five Hundred and Seventy Nine Dollars and Zero Cents (\$58,579.00) plus applicable taxes** subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to

an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Consultant:

**RV Anderson Associates Limited**  
436 Westmount Avenue, Unit 6  
Sudbury, Ontario  
P3A 5Z8

Attn.: Vincent L. Nazareth, P. Eng

The Owner:

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

Attn.: Doug Walsh, CET

**Article IV:**

It is agreed by the parties to the Contract that in the event that all the Work called for under the Contract is not finished or completed within the date of completion specified aforementioned or as may be extended through the mutual agreement of both parties, in writing, a loss or damage will be sustained by the Owner. Since it is and will be impracticable and extremely difficult to ascertain and determine the actual loss or damage which the Owner will suffer in the event of and by reason of such delay, the parties hereto agree that the Contractor will pay to the Owner the sum of **\$ 500.00** as liquidated damages for each and every calendar day's delay in finishing the work beyond the date of completion prescribed. It is agreed that this amount is an estimate of the actual loss or damage to the Owners that will accrue during the period in excess of the prescribed date of completion.

**Remainder of this page left blank intentionally**

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

Signed and Sealed in )  
the presence of )

Consultant’s Seal )

**RV Anderson Associated Limited**

\_\_\_\_\_  
Vice President – Vincent L. Nazareth, P. Eng.

\_\_\_\_\_  
Senior Associate – Darren Radey, P. Eng.

**Corporation of the City of  
Temiskaming Shores**

Municipal Seal )

\_\_\_\_\_  
Mayor - Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen

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

**By-law No. 2018-042**

**Being a by-law to enter into an Agreement with Nedco for  
the supply and delivery of LED lights for the Haileybury  
Arena Ice surface**

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

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

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

**And whereas** Council considered Administrative Report No. PW-013-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Nedco for the supply and delivery of LED lights for the Haileybury Arena Ice Surface at an upset limit of \$17,842.50 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Nedco for the supply and delivery of LED Lights for the Haileybury Arena Ice Surface at an upset limit of \$17,842.50 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

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Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-042**

Agreement between

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

and

**Nedco**

For the supply and delivery of LED Lights for the Haileybury  
Arena Ice Surface



**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

(hereinafter called "the Owner")

and

**Nedco**

(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Provide forty-five (45) LED Lights in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Qoutation (PW-RFQ-003-2018)  
Supply and Delivery of a LED Lights for Haileybury Arena**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of LED Lights in the amount of Seventeen Thousand, Eight Hundred and Forty-Two Dollars and Fifty cents (\$17,842.50) plus applicable taxes;
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by

Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Nedco**  
11 George St  
Kirkland Lake, Ontario  
P2N 1N8

Attn.: Richard Callin

Email: [rick.callin@nedco.ca](mailto:rick.callin@nedco.ca)

The Owner:

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

Attn.: Mitch Lafreniere

Email: [mlafreniere@temiskamingshores.ca](mailto:mlafreniere@temiskamingshores.ca)

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Nedco**

\_\_\_\_\_  
Sales Manager – Rick Callin

\_\_\_\_\_  
Witness

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-042**

Form of Agreement  
LED Lights for Haileybury Arena



**City of Temiskaming Shores**  
**PW-RFQ-003-2018**  
Supply and Delivery LED Lights

**Non-Collusion Affidavit**

I/ We RICHARD CALLIN / NEDCO 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.

NEDCO  
Company Name

11 GEORGE ST KIRKLAND LAKE  
Address

  
Authorized Signature

Print Name: RICHARD CALLIN

Title: SALES MANAGER

E-mail: RICK. CALLIN @ NEDCO. CA

Phone No.: 705-567-2375 cell 705-568-7637



**City of Temiskaming Shores**  
**PW-RFQ-003-2018**  
Supply and Delivery LED Lights - Haileybury

**Form of Quotation**

Each Quotation should contain the legal name under which the Proponent carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Quotation.

We, the undersigned, understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labor, apparatus and documentation as are required to satisfy this Quotation.

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

Description	Amount
Lump Sum price to supply and deliver 45 LED High Bay Lights	\$ 17,842.50
Sub-Total:	\$ 17,842.50
H.S.T.:	\$ —
Total:	\$ 17,842.50

# **The Corporation of the City of Temiskaming Shores**

## **By-law No. 2018-043**

### **Being a by-law to enter into an agreement with Demora Construction Services Inc. for the Rental of a Track Mounted Excavator within the City of Temiskaming Shores – Spring Ditching**

**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. PW-014-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law and agreement with Demora Construction Services Inc. for the Rental of a Track Mounted Excavator for Spring Ditching for consideration at the March 20<sup>th</sup>, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Demora Construction Services Inc. for the Rental of a Track Mounted Excavator at a rate of \$98.00 per hour plus applicable taxes, and equipment required to float the excavator from location to location at a cost of \$1,950.00 plus applicable taxes, a copy of which is attached hereto as Schedule "A" and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

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Mayor – Carman Kidd

---

Clerk – David B. Treen





Schedule "A" to

**By-law 2018-043**

Agreement between

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

and

**Demora Construction Services Inc.**

for the Rental of a Track Mounted Excavator c/w Float  
Service

**This agreement** made in duplicate this 20<sup>th</sup> day of March 2018.

Between:

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

and

**Demora Construction Services Inc.**  
(hereinafter called “the Contractor”)

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

**Article I:**

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores  
Equipment Rental – Track Mounted Excavator  
Tender No. PWO-RFT-001-2018**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and  
c) Complete, as certified by the Director, all the work by **May 31<sup>st</sup>, 2018.**

**Article II:**

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid Ninety- Eight Dollars and Zero Cents (\$98.00) per hour plus applicable taxes for the floating of the Track Mounted Excavator One Thousand Nine Hundred and Fifty Dollars and Zero Cents (\$1,950.00) plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of

transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Demora Construction Services Inc.**  
999464 Highway 11  
New Liskeard, Ontario  
P0J 1P0

Attn.: Andy Desmarais

The Owner:

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

Attn.: Mitch Lafreniere

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Demora Construction Services Inc.**

\_\_\_\_\_  
President – Andy Desmarais

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-043**

Form of Agreement  
Spring Ditching



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Form of Tender**

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

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

**Section 1**

AREA 1 – DYMOND TWP. APPROXIMATELY 50 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 50 hour period.	2005 International Flout		Lump Sum TOTAL for 5 moves	\$650.00
2	Excavation time, per hour based on 1 hour	Deosan DX180LL 2010	17,659kg	Per Hour	\$98.00



AREA 2 – NEW LISKEARD APPROXIMATELY 50 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over 50 hour period.	2005 International Float		Lump Sum TOTAL for 5 moves	\$650.00
2	Excavation time, per hour based on one hour	2010 Doosan DX180LL	17,659 kg	Per Hour	\$98.00

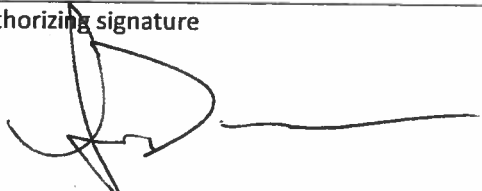
AREA 3 – HAILEYBURY/ NORTH COBALT APPROXIMATELY 50 HOURS					
Item	Description	Make and Model and Manufactured Date	Minimum Operating Weight	Unit	Rate, \$
1	Equipment move, based on 5 moves over the 50 hour period.	2005 International Float		Lump Sum TOTAL for 5 moves	\$650.00
2	Excavation time, per hour based on 1 hour	2010 Doosan DX180LL	17,659 kg	Per Hour	\$98.00



The City permits one Bidder to Bid simultaneously for more than 1 location. Should the Bidder be successful on more than 1 location, the City reserves the right to decide which location(s) to award to the Bidder based on the greatest benefit to the taxpayer.

Pricing shall exclude applicable taxes but will be considered extra.

All hourly rates offered in this Tender are firm, irrevocable and open for acceptance by the City for a period of thirty (30) days. The City will not reimburse any Bidder for any cost or expense of any kind incurred in preparation or submission of any response to this Tender.

Company Name <i>Demara Construction</i>	Contact name (please print) <i>Andy Desmarais</i>
Mailing Address <i>999464 Hwy 11 New Liskeard, ON</i>	Title <i>President</i>
Postal Code <i>P0J 1P0</i>	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone <i>(705) 647-3800</i>	Fax <i>(705) 647-3834</i>
Cell Phone if possible <i>(705) 648-5328</i>	Email <i>contact-us@demara.ca</i>

Page 3 of 8 to be submitted





**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Non Collusion Affidavit**

I/We Demora Construction the undersigned, am fully informed respecting, the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

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

Neither the Bidder nor any of 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, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskard this 12 day of March, 2018

Signed

Company Name

Demora Construction

Title

President

**Page 4 of 8 to be submitted**



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**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:

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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 New Liskard this 12 day of March, 2018.

Firm Name Demara Construction

Bidder's Authorization Official Andy Desmarais

Title President

Signature 

Page 5 of 8 to be submitted



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Schedule "A" – List of Proposed Sub-Contractors (if applicable)**

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Name	Address	WSIB Certificate Number (copy attached)

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Andy Desmarais

Printed

Signed

**Page 6 of 8 to be submitted**



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Schedule "B" List of Proposed Qualified Operators**

A list of no less than two (2) operators that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

Operator	License Classification in good standing	Experience Describe graduate training/ years as Operator	Employee Status Full Time/Part time
Malcolm Dudgeon		31 Years	Full Time
Greg Wark		12 years	Full Time Seasonal

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Andy Desmarais

Printed

  
\_\_\_\_\_  
Signed

**This is Page 7 of 8 to be submitted**



**City of Temiskaming Shores  
PWO-RFT-001-2018  
Excavator Rental**

**Schedule "C" - Accessibility For Ontarians With Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the Accessibility for Ontarians with Disabilities Act, 2005. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name: Andy Desmarais Company Name: Demara Construction

Address: 999464 Hwy 11 New Liskeard Phone #: (705) 647-3800  
out P.O. Box

I, Demara Construction, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005.

I, \_\_\_\_\_, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the Accessibility for Ontarians with Disabilities Act, 2005, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, the City has provided a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service, [www.gov.on.ca/mcss/serve-ability/splash.html](http://www.gov.on.ca/mcss/serve-ability/splash.html).

Date: March 12 2018

**This is Page 8 of 8 to be submitted**

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

**By-law No. 2018-044**

**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**

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

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

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

**And whereas** Council considered Administrative Report No. PW-015-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Alvin Caldwell Sand & Gravel Ltd. for the Crushing and Stockpiling of Granular “M” for consideration at the March 20, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Alvin Caldwell Sand & Gravel Ltd. Crushing and Stockpiling of a maximum 15,000 tonne of Granular “M” at the unit cost of \$6.40 per tonne plus applicable taxes, a copy of which is attached hereto as Schedule “A” and forming part of this by-law;
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-044**

Agreement between

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

and

**Alvin Caldwell Sand & Gravel Ltd.**

for the Crushing and Stockpiling of Granular "M"

**This agreement** made in duplicate this 20<sup>th</sup> day of March 2018.

Between:

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

and

**Alvin Caldwell Sand & Gravel Ltd.**  
(hereinafter called "the Contractor")

Witnesseth:

That the Owner and the Contractor shall undertake and agree as follows:

**Article I:**

The Contractor will:

- a) Provide all material and perform all work described in the Contract Documents entitled:

**Corporation of the City of Temiskaming Shores  
Crushing and Stockpiling of Granular "M"  
TENDER No. PWO-RFT-002-2018**

- b) Do and fulfill everything indicated by this Agreement and in the Contract Documents; and
- c) Complete, as certified by the Director, all the work by **May 31<sup>st</sup>, 2018.**

**Article II:**

The Owner will:

- a) Pay the Contractor in lawful money of Canada for the material and services aforesaid at a unit cost of Six Dollars and Forty Cents (\$6.40) per tonne plus applicable taxes subject to additions and deductions as provided in the Contract Documents.
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of



transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Alvin Caldwell Sand & Gravel Ltd.**  
P.O. Box 502  
New Liskeard, Ontario  
P0J 1P0

Attn.: Harry Cooper

The Owner:

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

Attn.: Doug Walsh

**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 )

**Alvin Caldwell Sand & Gravel Ltd.**

Supplier's Seal )  
(if applicable) )

\_\_\_\_\_  
General Manager – Harry Cooper

\_\_\_\_\_  
Witness

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Municipal Seal )

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-044**

Form of Agreement  
Granular M



*Dymond  
Haileybury  
New Liskeard*

*Discover a whole new Ontario • Découvrez un tout nouvel Ontario*

City of Temiskaming Shores  
Request for Tender  
PWO-RFT-002-2018  
Supply and Stockpile Granular M

City of Temiskaming Shores  
P.O. Box 2050  
335 Farr Drive  
Haileybury, Ontario  
PO1 1K0

**Form of Tender**

Each FORM OF TENDER should contain the legal name under which the Bidder carries on business, telephone number and fax number, as well the name or names of appropriate contact personnel which the City may consult regarding the Tender.

The Contractor has carefully examined the Provisions, Plans, Specifications and OPS General Conditions of Contract referred to in the schedule of provisions, The Contractor understands and accepts the said Provisions, Plans, Specifications and General Conditions and, for the prices set forth in the Tender, hereby offer to furnish all machinery tools, apparatus and other means of construction, furnish all material, except as otherwise specified in the contract. The work must be completed in strict accordance with the Provisions, Plans, Specifications and General Conditions referred to in the said schedule.

All prices shall be inclusive of all costs such as but not limited to the cost of the goods/ services, overhead and profit, shipping and any other costs but net of taxes. Taxes on the total costs should be shown separately.

I/We, the undersigned, have carefully examined the attached documents and conditions of the Tender. I/We understand and accept those specifications, conditions, and details as described herein, and, for these rates/prices offer to furnish all equipment, labour, apparatus and documentation as are required to satisfy this Tender.

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

ITEM #	MATERIAL	QUANTITY	UNIT PRICE	TOTAL
1	GRANULAR "M" 5/8 as per OPSS 1010, crush and stockpile at Contractors location within 5 kms of Temiskaming Shores.	12,000 tonnes	\$ 6.40	\$ 76,800 <sup>00</sup>
<b>SUB-TOTAL:</b>				\$ 76,800 <sup>00</sup>
<b>HST:</b>				\$ 9,984 <sup>00</sup>
<b>TOTAL</b>				\$ 86,784 <sup>00</sup>

Page 1 of 6 to be submitted

I/We ALVIN CALDWELL SAND + GRAVEL LTD offer to supply the requirements stated within.

the corresponding total cost of \$ 86,784<sup>00</sup> Tax included.

I/We guarantee the availability of the required materials stockpiled at the Contractors location considered to be MAIN pit, located within 5 kms of the outside boundaries of Temiskaming Shores.

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

I/We shall endeavor to complete the work by **May 31<sup>st</sup>, 2018.**

The specifications have been read over and agreed to this 12 day of MARCH 2018

Company Name <u>Alvin Caldwell Sand &amp; Gravel Ltd.</u>	Contact name (please print) <u>Harry Cooper</u>
Mailing Address <u>Po Box 502 New Liskeard, ON</u>	Title <u>General Manager</u>
Postal Code <u>P0J 1P0</u>	Authorizing signature  "I have the authority to bind the company/corporation/partnership."
Telephone <u>705-647-5369</u>	Fax <u>705-647-5372</u>
Cell Phone if possible	Email <u>info@caldwellconstruction.ca</u>

**City of Temiskaming Shores  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

**Non Collusion Affidavit**

I/ We Alvin Caldwell Sand & Gravel Ltd. the undersigned, am fully informed respecting the preparation and contents of the attached Tender and of all pertinent circumstances respecting such Bid.

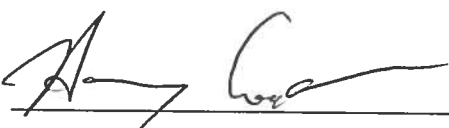
Such Bid is genuine and is not a collusive or sham Bid.

Neither the Bidder nor any of 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, Tender or Proposal of any person, company, corporation or organization that does attempt to influence the outcome of any City purchasing or disposal process will be disqualified, and the person, company, corporation or organization may be subject to exclusion or suspension.

Dated at New Liskeard, ON this 12 day of March, 2018

Signed 

Company Name Alvin Caldwell Sand & Gravel Ltd.

Title General Manager

**City of Temiskaming Shores  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

**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:

---



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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 New Liskeard, ON this 12 day of March, 2018.

Firm Name Alvin Caldwell Sand & Gravel Ltd.

Bidder's Authorization Official \_\_\_\_\_

Title General Manager

Signature 



**City of Temiskaming Shores  
PWO-RFT-002-2018  
Supply and Stockpile Granular M**

**SCHEDULE "A" - LIST OF PROPOSED SUB-CONTRACTORS**

A list of Sub-Contractors that the Contractor proposes to employ in completing the required work outlined in this Tender must be included in the Tender documents submitted.

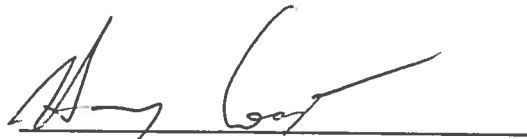
Name	Address	WSIB Certificate Number (copy attached)
N/A		

I / We verify that the information provided above is accurate and that the individuals are qualified, experienced operators capable of completing the work outlined in this Tender document.

Signed by Company Official

Harry Cooper

Printed



Signed

**Page 5 of 6 to be submitted**

**Schedule "B"**

**Accessibility for Ontarians with Disabilities Act, 2005 Compliance Agreement**

I/We, by our signature below, certify that we are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service made under the *Accessibility for Ontarians with Disabilities Act, 2005*. If requested, we are able to provide written proof that all employees have been trained as required under the act.

This regulation establishes accessibility standards for customer service as it applies to every designated public sector organization and to every person or organization that provides goods or services to members of the public or other third parties and that have at least one employee in Ontario.

Name Harry Cooper Company Name Alvin Caldwell Sand & Gravel Ltd.

Phone Number 705-647-5369 Address 437110 Hawin Drive, New Liskeard, ON

I, Harry Cooper, declare that I, or my company, are in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*.

I, \_\_\_\_\_, declare that I, or my company, are not in full compliance with Section 6 of Ontario Regulation 429/07, Accessibility Standards for Customer Service under the *Accessibility for Ontarians with Disabilities Act, 2005*, yet fully agree to meet the required compliance training standards on or before the delivery of the required goods and/or services. In an effort to assist non-compliant vendors, a link to a free e-learning course module called Serve-Ability, Transforming Ontario's Customer Service is available at [www.gov.on.ca/mcss/serveability/splash.html](http://www.gov.on.ca/mcss/serveability/splash.html).

Date: March 12/18

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

**By-law No. 2018-045**

**Being a by-law to enter into a Purchase Agreement with  
Wilson Chevrolet Limited for the purchase of three (3)  
light duty trucks**

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

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

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

**And whereas** Council considered Administrative Report No. PW-017-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Wilson Chevrolet Limited for the purchase of three (3) light duty trucks at a cost of \$96,899.00 plus applicable taxes for consideration at the March 20, 2018, Regular Council meeting;

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

1. That Council authorizes the entering into a purchase agreement with Wilson Chevrolet Limited for the purchase of three (3) light duty trucks at an upset limit of \$96,899.00 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-045**

Equipment Purchase Agreement between

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

and

**Wilson Chevrolet Limited**

For the purchase of Light Duty Trucks

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

(hereinafter called "the Owner")

and

**Wilson Chevrolet Limited**

(hereinafter called "the Supplier")

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Provide three (3) Light Duty Trucks in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Proposal (PW-RFP-009-2018)  
Supply and Delivery of New Light Duty Trucks**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of three (3) Light Duty Trucks in the amount of Ninety-Six Thousand, Eight Hundred and Ninety-Nine Dollars and Zero cents (\$96,899.00) plus applicable taxes;
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by

Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Wilson Chevrolet Limited**

883347 Hwy 65 E

New Liskeard, Ontario

N0J 1E0

Attn.: Michael Wilson

The Owner:

**City of Temiskaming Shores**

325 Farr Drive / P.O. Box 2050

Haileybury, Ontario

P0J 1K0

Attn.: Mitch Lafreniere

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Wilson Chevrolet Limited**

\_\_\_\_\_  
General Manager – Michael Wilson

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-045**

Form of Agreement  
Light Duty Trucks





City of Temiskaming Shores  
PW-RFP-009-2018

Supply and Delivery of New Light Duty Trucks

**City of Temiskaming Shores**  
**PW-RFP-009-2018**  
Supply and Delivery of New Light Duty Trucks

PW-RFP-009-2018

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I, WILSON CHEVROLET LIMITED  
(Registered Company Name/Individuals Name)

Of, 883377 HIGHWAY 65E NEW LISKEARD ON. P0J-1P0  
(Registered Address and Postal Code)

Business:

Phone Number (705) - 647-4373

Fax Number (705) - 647-3062

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

Price for truck #1 (less HST)	\$ <u>26,751.00</u>
Price for truck #2 (less HST)	\$ <u>33,426.<sup>00</sup></u>
Price for truck #3 (less HST)	\$ <u>33,122.<sup>00</sup></u>

**Note:** see following page for optional items to be priced.



Optional vinyl seats for each	\$ <u>INCLUDED</u>
Optional vinyl floor	\$ <u>INCLUDED</u>
*Optional 4-wheel drive	\$ <u>3600.<sup>00</sup></u>
Option for spray on type box liner	\$ <u>275.<sup>00</sup></u>

\* City may consider four-wheel drive option.



**City of Temiskaming Shores**  
**PW-RFP-009-2018**  
Supply and Delivery of New Light Duty Trucks

**NON-COLLUSION AFFIDAVIT**

I/We WILSON CHEVROLET LIMITED 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

WILSON CHEVROLET LIMITED

Title

FLEET MGR.



City of Temiskaming Shores  
PW-RFP-009-2018

Supply and Delivery of New Light Duty Trucks

**City of Temiskaming Shores**  
**PW-RFP-009-2018**  
Supply and Delivery of New Light Duty Trucks

**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:

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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 NEW LISKEARD this 8 day of MARCH, 2018.

FIRM NAME: WILSON CHEVROLET LIMITED.

BIDDER'S AUTHORIZED OFFICIAL: MICHAEL WILSON.

TITLE: General manager

SIGNATURE: 

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

**By-law No. 2018-046**

**Being a by-law to enter into a Purchase Agreement with  
Works Equipment Ltd. for the purchase of a Sidewalk  
Machine and various attachments**

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

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

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

**And whereas** Council considered Administrative Report No. PW-018-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Work Equipment Ltd. for the purchase of a sidewalk machine and various attachments, as detailed in Request for Proposal PW-RFP-007-2018 at a cost of \$157,000 plus applicable taxes for consideration at the March 20, 2018, Regular Council meeting;;

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

1. That Council authorizes the entering into a purchase agreement with Work Equipment Ltd. for the purchase of a sidewalk machine and various attachments at an upset limit of \$157,000 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-046**

Equipment Purchase Agreement between

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

and

**Work Equipment Ltd.**

For the purchase of a Sidewalk Machine and various  
attachments

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

and

**Work Equipment Ltd.**  
(hereinafter called “the Supplier”)

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Provide one Sidewalk Machine and various attachments in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Proposal (PW-RFP-007-2018)  
Supply and Delivery of a New Sidewalk Machine**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and delivery of one (1) Sidewalk Machine and various attachments in the amount of One Hundred and Fifty-Seven Thousand Dollars and Zero cents (\$157,000.00) plus applicable taxes;

- b) That the attachments to be acquired by the city are as follows:

Straight Blade @	\$4,950.00	Sander @	\$6,450.00
Broom @	\$7,100.00	Blower @	\$14,500.00

Various attachments excludes purchase of V-Blade.

- c) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

Article III:

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Work Equipment Ltd.**

55 Thunderbird Drive  
P.O. Box 244  
Courtland, Ontario  
N0J 1E0

Attn.: Joe Lampert

The Owner:

**City of Temiskaming Shores**

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

Attn.: Mitch Lafreniere

**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 )

Supplier's Seal )  
(if applicable) )

Municipal Seal )

**Work Equipment Ltd.**

\_\_\_\_\_  
Sales – Joe Lampert

\_\_\_\_\_  
Witness  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen



Appendix 01 to  
Schedule "A" to

**By-law No. 2018-046**

Form of Agreement  
Sidewalk Machine



## Questions

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

### Mitch Lafreniere

Manager of Physical Assets  
City of Temiskaming Shores  
325 Farr Drive  
Temiskaming Shores, ON P0J 1K0  
Phone: (705) 672-3363 ext. 4113  
Fax: (705) 672-3200  
[mlafreniere@temiskamingshores.ca](mailto:mlafreniere@temiskamingshores.ca)

### Scope of Work

To supply and deliver a new side walk machine. The following is intended to be a minimum standard required for the unit proposed. A demo unit may be requested for on-site demo prior to award.

### Cab

- cab shall have two side slide windows **YES**
- seat shall be fabric covered, air ride seat, Knoedler or comparable, please specify **Yes Knoedler**
- seat shall have safety switch to lock out PTO, engine run only in neutral and rear hydraulics shut down specify **Yes as specified**
- must have seat belt hydrostatic interlock option **YES**
- cab shall be 80 inches maximum specify **80.0"**
- three speed heater defrosters with at least two floor heat vents specify **Yes with 7 speed heater**
- two speed wipers on front and rear windows intermittent specify **Yes as specified**
- windshield washer front and rear windows **YES**
- outside and inside rearview mirrors **YES**
- dome light **YES**
- tractor must be equipped with hydraulic auto/run switch which controls rear hydraulic couplers when connected **YES**
- rear hydraulics shut off when tractor is stopped **YES**
- AM/FM radio **YES**
- Tilt steering with column mounted self-cancelling signal light lever **YES**
- Removable door & side panels **YES**
- Flat step for safe entry **YES**
- Be equipped with a sound barrier lining so that the reading will not exceed 80 DBA at 2500 RPM **74 dba**
- Interior dimensions in driver's area must be a minimum of 45" in width, 54" in height and 53" in length **YES**
- Overall length of unit should not exceed 150" specify length **149.5"**
- Factory installed A/C **YES**
- Unit must have a back up camera **YES**



### Engine

- Shall be turbo charged, specify HP 74 at what RPM 2500
- 4-cylinder engine with no less than 276 cu. in. displacement **YES TIER 4 FINAL EMISSIONS STANDARD**
- Torque shall be 224 ft. lbs. at 1600 RPM minimum please specify
- The engine shall be equipped with cold starting aid **YES**
- Block heater **YES**
- Reversing engine fan **YES**
- Dry air cleaner with pre-cleaner **YES**
- The engine shall be equipped with an automatic shutdown system activated from low oil pressure or high-water temperature **YES**
- Shall be equipped with a warning light and buzzer **YES**

### Engine Access

- Please provide specifics on access to engine
- **Quick remove side panels with integrated hinged door access for daily checks**
- **Independent removable and hinged aluminum top hood**  
**All hoods or panels manufactured from 14-16 gauge material**

### Cooling System

- Please provide specifics on cooling system
- **Water cooled, 2 piece cooler bolted together for hydraulic oil and engine coolant**
- **Cooler is enclosed and sealed to prevent dirt and objects from entering fins**

### PTO

- Please provide specifics on PTO
- **1.375" 6 spline 540 rpm, 65 hp, electric over hydraulic actuation**
- **11.5" Over Centre**

### Joystick

- Please provide specifics on Joystick
- **Single joystick with 8 backlit membrane switches and LED indicator lights.**
- **3 float position switches, joystick switches colour coded to hydraulic couplers on front of tractor.**  
**3 position selector switch matches joystick controls to attachment functions.**



**Hitches**

- Consideration will be given for being able to attach existing trackless attachments with no modifications. **No Modifications**
- There shall be an up/down switch located between the front 2 lift cylinders to control the lift cylinders when connecting attachments. **YES**
- For safety, the switch controls the cylinders at 25% hydraulic flow rate and will not operate if anyone is present in the operator's seat. **YES**

**Fuel tank**

- Capacity: please specify 92 litres

**Transmission**

- Shall be hydrostatic and controlled by a single electronic foot pedal. **YES**
- Must have a built-in safety neutral switch. **YES**
- The tractor shall also be equipped with a two (2) speed transmission which provides low speed range and high-speed range. **YES**
- Equipped with seat belt hydrostatic interlock  X     
YES NO

**Hydraulic System**

- The rear of tractor shall be equipped with two (2) high output couplers (10 GPM) minimum. **YES**
- Auxiliary pump shall be supplied. YES  X  or NO
- Two of the front couplers shall also be high output. YES  X  or NO
- Hydraulic functions shall be controlled by a single electronic joystick specify  Yes Single Joystick
- The joystick shall include the forward/neutral/reverse switch for the hydrostatic transmission. **YES**
- All hoses shall be supported and routed in such a way that wear will not occur by rubbing against sharp railings **YES**

**Axles**

- Specify  Dana 60 type with 8 bolt stud pattern to accept current city owned spare tires and duals.

**Tires and Hubs**

- Tire size LT245/75R-16 radials and manufactured in North America. **YES**
- 10.0x16 Wheels **YES**
- If different please specify  As specified

**Brakes**

- Specify type  2.5" x 12" Bendix type



**Electrical System**

- 12-volt DC negative ground. **YES**
- Alternator output shall be 130 amps minimum and a voltmeter in the cab to monitor charging system. **YES**
- All switches for lights, heater, wipers and ignition shall be in cab and visible to the operator at all times. **YES**
- Complete wiring harnesses shall be sealed, color coded and be routed in such a way as to protect the harnesses from shorting out. **YES**
- The following gauges must be supplied at minimum:
- Digital Screen: Yes   **X**   or No \_\_\_\_\_
- Tachometer **YES**
- Hour meter **YES**
- Coolant Temperature **YES**
- Hydraulic oil temperature **YES**
- Voltmeter **YES**
- Fuel gauge **YES**
- speedometer **YES**

**Lights**

- Four (4) adjustable halogen headlights **YES**
- two (2) LED tail-lights **YES**
- combination signal lights and brake lights **YES**
- four (4) turn signal markers and 4-way flashers **YES**

**Beacon Lights**

- Light shall be mounted at rear of cab above top of window but not roof mounted. Shall be capable of being either a rear work light or reverse light. Activated by switch inside cab. **YES**
- One (1) amber LED flashing light specify location   **8 Grote oval strobes part of A/C branch guard.**

**Warranty**

- Specify   **1 year or 600 hours parts and labour**

**Engine Warranty**

- Specify   **5 years or 5,000 hours through John Deere**

**Manuals**

- One complete set of operating, parts and service manuals including attachments (if purchased) shall be supplied with the unit, including CD **YES**

**Training**

- Successful bidder shall provide operators and mechanics with information and training when unit is delivered for a minimum of 8 hours **YES**



**Attachments (to be priced separately)**

- **Blower:** 51" wide high output ribbon blower with sides and sidewalk chute **YES**
- **Blade:** one angling straight blade specify width: 60 inches **YES**
- **Blade:** one folding V-plow **YES**
- **Sander:** one sand & salt spreader with capacity not less than ½ cu. yd. **YES**
- **Broom:** one 60" hydraulic driven scissor action power angle sweeper with ½ poly and ½ wire Bristles **YES**



**Existing city owned attachments**

The City currently owns specific attachments that we intend to keep. It is the bidder's responsibility to ensure that the piece of equipment you are proposing will be compatible to our attachments. The following is a list of attachments that the City has:

- |                  |  |
|------------------|--|
| - straight Blade | <b>Yes compatible with no modifications</b>                      |
| - V-blade        | <b>Yes compatible with no modifications</b>                      |
| - Sander         | <b>Yes compatible with no modifications</b>                      |
| - Broom          | <b>Yes compatible with no modifications</b>                      |
| - Boom Flail     | <b>Yes compatible with no modifications including dual tires</b> |

All attachments have been previously purchased by the City to fit existing MT6 and MT5 sidewalk machines made by Trackless Vehicles.





**City of Temiskaming Shores  
PW-RFP-007-2018**

Supply and Delivery of a New Sidewalk Machine

PW-RFP-007-2018

Contractor's submission of bid to:

The Corporation of the City of Temiskaming Shores

Stipulated Bid Price

We/I,                     **WORK EQUIPMENT LTD.**                      
(Registered Company Name/Individuals Name)

Of,           **BOX 244, 55 THUNDERBIRD DRIVE, COURTLAND, ON N0J-1E0**            
(Registered Address and Postal Code)

Business:

Phone Number ( 519 ) - 688-0370

Fax Number ( 519 ) - 688-3644

We/I hereby offer to enter into an agreement to supply and install, as required in accordance to the proposal for a price of:

	Unit price	Total with HST
Price for unit	\$ <u>124,000.00</u>	\$ <u>140,120.00</u>
Price for straight Blade	\$ <u>4,950.00</u>	\$ <u>5,593.50</u>
Price for V-Blade	\$ <u>6,600.00</u>	\$ <u>7,458.00</u>
Price for Sander	\$ <u>6,450.00</u>	\$ <u>7,288.50</u>
Price for Broom	\$ <u>7,100.00</u>	\$ <u>8,023.00</u>
Price for Blower	<b>14,500.00</b>	<b>16,385.00</b>

Proposal Evaluation Criteria



**PW-RFP-007-2018**

Supply and Delivery of a New Sidewalk Machine

**NON-COLLUSION AFFIDAVIT**

I/We **WORK EQUIPMENT LTD.** 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

**WORK EQUIPMENT LTD.**

Title

**SALES**



**City of Temiskaming Shores**  
**PW-RFP-007-2018**  
Supply and Delivery of a New Sidewalk Machine

**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 COURTLAND this 2nd day of MARCH, 2018.

FIRM NAME: WORK EQUIPMENT LTD.

BIDDER'S AUTHORIZED OFFICIAL: JOE LAMPERT

TITLE: SALES

SIGNATURE: 

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

**By-law No. 2018-047**

**Being a by-law to enter into an Agreement with Gym-Con Ltd. for the supply and installation of flooring in the Haileybury Arena Lobby**

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

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

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

**And whereas** Council considered Administrative Report No. RS-004-2018 at the March 20, 2018 Regular Council meeting and directed staff to prepare the necessary by-law to enter into an agreement with Gym-Con Ltd. for the supply and installation of flooring in the lobby of the Haileybury Arena at an upset limit of \$43,665.00 plus applicable taxes for consideration at the March 20, 2018 Regular Council meeting;

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

1. That Council authorizes the entering into an agreement with Gym-Con Ltd. for the supply and installation of flooring in the lobby of the Haileybury Arena at an upset limit of \$43,665.00 plus applicable taxes, attached hereto as Schedule "A" and forming part of this by-law.
2. That the Clerk of the City of Temiskaming Shores is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law or its associated schedule.

**Read a first, second and third time and finally passed** this 20<sup>th</sup> day of March, 2018.

---

Mayor – Carman Kidd

---

Clerk – David B. Treen



Schedule "A" to

**By-law 2018-047**

Agreement between

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

and

**Gym-Con Ltd.**

For the supply and installation of flooring in the lobby  
of the Haileybury Arena

**This agreement** made in duplicate this 20<sup>th</sup> day of March, 2018.

Between:

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

(hereinafter called “the Owner”)

and

**Gym-Con Ltd.**

(hereinafter called “the Supplier”)

Witnesseth:

That the Owner and the Supplier shall undertake and agree as follows:

**Article I:**

The Supplier will:

- a) Supply and install flooring in the lobby of the Haileybury Arena in accordance to the specifications contained in their submission in relation to the following:

**Corporation of the City of Temiskaming Shores  
Request for Quotation (RS-RFQ-001-2018)  
Supply and Installation of flooring at the Haileybury Arena**

- b) Do and fulfill everything indicated by this Agreement and in the Form of Agreement attached hereto as Appendix 01 and forming part of this agreement.

**Article II:**

The Owner will:

- a) Pay the Supplier in lawful money of Canada for the supply and installation of the flooring in the amount of Forty-Three Thousand, Six Hundred and Sixty-Five Dollars and Zero cents (\$43,665.00) plus applicable taxes;
- b) Make payment on account thereof upon delivery and completion of the said work and receipt of invoice, in accordance with the City of Temiskaming Shores Purchasing Policy, and with terms of Net 30 days after receiving such invoice.

**Article III:**

All communications in writing between the parties shall be deemed to have been received by the addressee if delivered to the individual or to a member of the firm or to an officer of the Owner for whom they are intended or if sent by hand, Canada Post, courier, facsimile or by another electronic communication where, during or after the transmission of the communication, no indication or notice of a failure or suspension of transmission has been communicated to the sender. For deliveries by courier or by hand, delivery shall be deemed to have been received on the date of delivery; by

Canada Post, 5 days after the date on which it was mailed. A communication sent by facsimile or by electronic communication with no indication of failure or suspension of delivery, shall be deemed to have been received at the opening of business on the next day, unless the next day is not a working day for the recipient, in which case it shall be deemed to have been received on the next working day of the recipient at the opening of business.

The Supplier:

**Gym-Con Ltd.**  
93 Rawson Avenue  
Barrie, Ontario  
L4N 6E5

Attn.: Tim Klementti

Email: [estimating@gym-con.com](mailto:estimating@gym-con.com)

The Owner:

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

Attn.: Paul Allair

Email: [pallair@temiskamingshores.ca](mailto:pallair@temiskamingshores.ca)

**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 )

**Gym-Con Ltd.**

Supplier's Seal )  
(if applicable) )

\_\_\_\_\_  
President – Tim Klementti

\_\_\_\_\_  
Witness – Ian Wilson

Municipal Seal )

**Corporation of the City of  
Temiskaming Shores**

\_\_\_\_\_  
Mayor – Carman Kidd

\_\_\_\_\_  
Clerk – David B. Treen





Appendix 01 to  
Schedule "A" to

**By-law No. 2018-047**

Form of Agreement  
Lobby Flooring for the Haileybury Arena

**REQUEST FOR QUOTATION  
RS-RFQ- 001-2018  
Supply and Installation of the Haileybury Community Centre Lobby Floor  
FORM OF QUOTATION**

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 equipment<sup>1</sup>, 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:	<i>GYM - CON LTD</i>		
Mailing Address:	<i>93 RAWSON AVENUE, BARRIE, ONTARIO L4N 6E5</i>		
Telephone No.:	<i>1-705-728-2222</i>	Fax No.	<i>1-705-728-2266</i>
Email Address:	<i>ESTIMATING@GYM-CON.COM</i>		

ITEM	HAILEYBURY COMMUNITY CENTRE LOBBY FLOOR	Unit Price/SQ.FT.	Total
1.	Haileybury Community Centre Lobby Floor removal disposal and installation as per the attached drawing. (2900 sq.)	<i>\$15.06/sq</i>	<i>\$49,341.45</i>
<b>Sub-Total:</b>			<i>\$43,665.00</i>
<b>HST:</b>			<i>5,675.45</i>

Hourly Rate for additional work (if required): \$ 738.00/hr (applicable with approval of City)

The following documents have been attached:

- Insurance Coverage in the form of a Certificate of Insurance

To be submitted

**REQUEST FOR QUOTATION  
RS-RFQ- 001-2018  
Supply and Installation of the  
Haileybury Community Centre Lobby Floor**

**NON COLLUSION AFFIDAVIT**

I/We GYM-CON LTD 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 23<sup>RD</sup> day of FEBRUARY, 2018

Authorized Signatures:

GYM-CON LTD  
Name of Firm

  
Signature

PRESIDENT  
Position

IAN WILSON  
Witness Name

  
Witness Signature

AND, if more than one:

  
Signature

Vice - President  
Position

Company Seal  
(If applicable)

Nicole Mercer  
Witness Name

  
Witness Signature

To be submitted

REQUEST FOR QUOTATION  
RS-RFQ- 001-2018  
Supply and Installation of the  
Haileybury Community Centre Lobby Floor

**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, BARRIE ONTARIO this 23<sup>RD</sup> day of FEBRUARY, 2018 TK

FIRM NAME: GYM - CON LTD.

BIDDER'S AUTHORIZED OFFICIAL: Tim Klementz

TITLE: President

SIGNATURE: 

To be submitted

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

**By-law No. 2018-048**

**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 March 8, 2018 and its Regular  
meeting held on March 20, 2018**

**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 **March 8, 2018** and its' Regular meeting held on **March 20, 2018** 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 20<sup>th</sup> day of March, 2018.

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Mayor – Carman Kidd

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Clerk – David B. Treen