



The Corporation of the City of Temiskaming Shores
Committee of the Whole
Tuesday, July 9, 2024 – 3:00 p.m.
City Hall – Council Chambers – 325 Farr Drive

Minutes

1. Land Acknowledgement

We acknowledge that we live, work, and gather on the traditional and unceded Territory of the Algonquin People, specifically the Timiskaming First Nation.

We recognize the presence of the Timiskaming First Nation in our community since time immemorial and honour their long history of welcoming many Nations to this beautiful territory and uphold and uplift their voice and values.

2. Call to Order

The meeting was called to order by Mayor Laferriere at 3:00 p.m.

3. Roll Call

Council: Mayor Jeff Laferriere; Councillors Melanie Ducharme, Jesse Foley (Virtual), Ian Graydon, Nadia Pelletier-Lavigne, and Danny Whalen (Virtual)

Present: Amy Vickery, City Manager
Logan Belanger, Municipal Clerk
Shelly Zubyck, Director of Corporate Services
Mathew Bahm, Director of Recreation
James Franks, Economic Development Officer
Steve Burnett, Manager of Environmental Services
Mitch McCrank, Manager of Transportation Services
Stephanie Leveille, Treasurer

Regrets: Councillor Mark Wilson

Media: 2

Delegates: N/A

Members of
the Public: 3

4. Review of Revisions or Deletions to the Agenda

Correction to draft resolution under Item 11 b.3) titled Corporate Services Administrative Report No. CS-023-2024 – Municipal Employee Benefits to update the premium amount for the 2024-2025 term to \$212,700.

5. Approval of the Agenda

Resolution No. 2024-247

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

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

Carried

6. Disclosure of Pecuniary Interest and General Nature

Councillor Melanie Ducharme disclosed a Declaration of Conflict of Interest on Section 9. Recreation Services, Item b) 4, titled Administrative Report No. RS-015-2024 - Arena Room Lease Agreements, as she works as a contractor (coach) for the Temiskaming Shores Skating Club.

7. Public Meetings Pursuant to the Planning Act, Municipal Act, and Other Statutes

None

8. Public Works

a) Delegations/Communications

None

b) Administrative Reports

1. Administrative Report No. PW-018-2024 – Temiskaming Shores Downtown Transportation Study Report

Resolution No. 2024-248

Moved by: Councillor Ducharme

Seconded by: Councillor Whalen

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-018-2024;

That Council agrees to adopt in principle the Temiskaming Shores Downtown Transportation Study report as printed, for consideration at the July 9, 2024, Regular Council meeting; and

Further that Council direct staff to implement the short-term Phase 1 recommendations, and to further review and engage with aspects of the Phase 2 portion of the study, emphasizing cost-benefit analysis, functionality, and funding to enhance our vital downtowns.

Carried

2. Administrative Report No. PW-019-2024 – Enterprise Fleet Management Services

Resolution No. 2024-248-1

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-019-2024; and

That Council directs staff to prepare the necessary by-law to amend the agreement with Enterprise Fleet Management for light-duty fleet management services, maintenance services, and strategic planning to include an additional six (6) vehicles leases for 2025, for consideration at the July 9, 2024, Regular Council meeting.

Carried

3. Administrative Report No. PW-020-2024 – New Liskeard Landfill Tipping Fee Revenue Analysis

Resolution No. 2024-249

Moved by: Councillor Ducharme

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PW-020-2024;

That Council agrees to increase Tipping Fees at the New Liskeard Landfill for Category 1 – Sorted Residential/Commercial/Construction Waste and Category 2 – Unsorted Residential/Commercial/Construction Waste, as outlined in the Draft Tipping Fee Schedule (Appendix 02): and

That Council directs staff to prepare the necessary by-law to amend By-law No. 2015-128 (Solid Waste Management) for the replacement of Appendix 03 with a new Tipping Fee Schedule, titled Tipping Fees: New Liskeard Landfill Site, for consideration at the July 9, 2024, Regular Council Meeting.

Carried

c) New Business

None

9. Recreation Services

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 016-2024-RS – NOHFC Community Enhancement Program - Rural Enhancement Stream, Phase 2 Application

Resolution No. 2024-250

Moved by: Councillor Whalen

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 016-2024-RS;

That Council directs staff to submit a phase 2 application to the NOHFC Community Enhancement Program – Rural Enhancement Stream, to complete various upgrades to municipal parks;

That Council confirms the City of Temiskaming Shores owns all the lands where the proposed upgrades will take place;

That Council confirms the City will provide a contribution of up to \$175,000 towards the project, as confirmed within the 2024 Municipal Budget; and

Further that Council confirms the City will be responsible for any cost overruns related to the upgrades to municipal parks project.

Carried

2. Memo No. 017-2024-RS – Recreation Operations Update

Resolution No. 2024-251

Moved by: Councillor Ducharme

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 017-2024-RS, regarding the Recreation Operations Update for the month of July for information purposes.

Carried

3. Administrative Report No. RS-014-2024 – Arena Concession Lease Award

Resolution No. 2024-252

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-014-2024; and

That Council directs staff to prepare the necessary by-law to enter into an agreement with Smitty's Canteen / Michael Smith for the use of space in the Shelley Herbert-Shea Memorial Arena to operate a concession and pro shop from September 1, 2024, to April 30, 2027, for consideration at the July 9, 2024, Regular Council meeting.

Carried

4. Administrative Report No. RS-015-2024 - Arena Room Lease Agreements

Councillor Melanie Ducharme declared a conflict of interest related to this item; therefore, did not participate in the subject matter discussion, nor voted on Resolution No. 2024-253.

Resolution No. 2024-253

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. RS-015-2024;

That Council approves the draft lease agreements included with Administrative Report No. RS-015-2024, and delegates authority to the Director of Recreation to execute the various arena lease agreements for use of rooms within the Don Shepherdson Memorial Arena and the Shelley Herbert-Shea Memorial Arena; and

Further that Council directs Staff to prepare the necessary by-law to confirm the arena lease agreements at the July 9, 2024 Regular Council meeting.

Carried

c) New Business

None

10. Fire Services

a) Delegations/Communications

None

b) Administrative Reports

1. Fire Activity Report – June 2024

Resolution No. 2024-254

Moved by: Councillor Ducharme

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of the Fire Activity Report for the month of June 2024, for information purposes.

Carried

2. Memo No. 002-2024- PPP – Off-Road Unit (ORU) Response Trailer

Resolution No. 2024-255

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 002-2024-PPP; and

That Council approves the purchase of an Off-Road Unit (ORU) Response Trailer from VJ Trailer Sales in the amount of \$22,895, plus applicable taxes funded by the Haileybury Firefighters Association and through a grant received by the TC Energy Social Impact program, Building Strong.

Carried

3. Administrative Report No. PPP-007-2024 - Renewal of Fire Department Communications System Agreement

Resolution No. 2024-256

Moved by: Councillor Ducharme

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. PPP-007-2024;

That Council agrees to enter into a Fire Department Communication System Agreement with the Township of Armstrong, Township of Casey, Township of Coleman, Township of Harley, Township of Hudson, Township of Kerns, Town of Cobalt, and the Town of Latchford for the joint operation and maintenance of a radio and paging communication system; and

That Council directs staff to prepare the necessary By-law to adopt the Fire Department Communication System Agreement, for consideration at the July 9, 2024, Regular Council Meeting.

Carried

c) New Business

None

11. Corporate Services

a) Delegations/Communications

None

b) Administrative Reports

1. Memo No. 022-2024-CS – Sale of Municipal Property – Vacant Lots on Albert Street

Resolution No. 2024-257

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 022-2024-CS; and

That Council directs staff to prepare the necessary by-laws for the Purchase and Sale Agreement between the City of Temiskaming Shores as Vendor, and Investissements Philippe Duguay Inc. as Purchaser, for the vacant property on Albert Street, described as:

- Part 1 and Part 2 on Plan 54R-6433; and
- Part 3 and Part 4 on Plan 54R-6433;

in the total amount of \$33,000 plus taxes (if applicable), plus all associated costs (legal, registration, survey, administration, etc.), in accordance with By-law No. 2015-160, for consideration at the July 9, 2024 Regular Council meeting.

Carried

2. Memo No. 023-2024-CS – Animal Control Update

Resolution No. 2024-258

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Graydon

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Memo No. 023-2024-CS for information purposes; and

That Council directs staff to prepare the necessary by-law to appoint Sidney Plante as Municipal Law Enforcement Officer for the purpose of enforcing the City's Animal Care and Control By-law and Noise by-law as it relates to Animal Care and Control Services, for consideration at the July 9, 2024 Regular Council meeting.

Carried

3. Administrative Report No. CS-023-2024 – Municipal Employee Benefits

Resolution No. 2024-259

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-023-2024;

That Council directs staff to renew the Manulife Benefit Plan administered through Gallagher Benefit Services Canada Group Inc.; and

That Council approves the Municipal Employee Benefit Plan with premiums of \$212,700 for 2024-2025 in addition to the costs paid by the City for health benefits as they are incurred with applicable administrative fees under the Administrative Services Only portion of the Plan.

Carried

4. Administrative Report No. CS-024-2024 – Municipal Insurance Renewal

Resolution No. 2024-260

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-024-2024; and

That Council directs staff to prepare the necessary by-law to authorize the annual insurance premium payment for Municipal Insurance and Risk Management Services with Marsh brokered by MIS Municipal Insurance Services for July 1, 2024 to June 30, 2025 for consideration at the July 9, 2024 Regular Meeting of Council.

Motion to Amend

The following motion was introduced to amend Resolution 2024-260:

Resolution No. 2024-260-A

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

That Council for the City of Temiskaming Shores hereby amends Resolution No. 2021-260, to add cyber security insurance to the annual insurance premium with Municipal Insurance and Risk Management Services with Marsh

brokered by MIS Municipal Insurance Services, for July 1, 2024 to June 30, 2025.

Carried

Resolution No. 2024-260 (as amended)

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-024-2024; and

That Council directs staff to prepare the necessary by-law to authorize the annual insurance premium payment, with the addition of cyber security, for Municipal Insurance and Risk Management Services with Marsh brokered by MIS Municipal Insurance Services for July 1, 2024 to June 30, 2025 for consideration at the July 9, 2024 Regular Meeting of Council.

Carried

5. Administrative Report No. CS-025-2024 – North on Tap Financial Contribution Request

Resolution No. 2024-261

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-025-2024; and

That the financial donation request of \$5,000.00 be denied, on the basis that Council previously approved various in-kind services for the 2024 North on Tap Event, totaling \$14,000 at the March 5, 2024, Committee of the Whole meeting by Resolution No. 2024-091.

Motion to Amend

The following motion was introduced to amend Resolution 2024-261:

Resolution No. 2024-261-A

Moved by: Councillor Graydon

Seconded by: Councillor Ducharme

That Council for the City of Temiskaming Shores hereby amends Resolution No. 2021-261, to approve the North on Tap financial donation request of

\$5,000.00 for the Friday Family Night, in addition to the various in-kind services approved at the March 5, 2024, Committee of the Whole meeting by Resolution No. 2024-091.

Carried

Resolution No. 2024-261 (as amended)

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-025-2024; and

That Council approve the North on Tap financial donation request of \$5,000.00 for the Friday Family Night, in addition to the various in-kind services approved at the March 5, 2024, Committee of the Whole meeting by Resolution No. 2024-091.

Carried

6. Administrative Report No. CS-026-2024 – Service Agreement – Asset Retirement Obligation (ARO) Implementation Program

Resolution No. 2024-262

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-026-2024; and

That Council directs staff to enter into an agreement with 360 Engineering and Environmental Consulting Ltd. for the implementation of an Asset Retirement Obligation Program as required by the Public Sector Accounting Board (PSAB) under the new accounting standard PS 3280 in the amount of \$25,473 plus applicable taxes, for consideration at the July 9, 2024 Regular Council meeting.

Carried

7. Administrative Report No. CS-027-2024 – Retail Business Holiday Exemption Proposed By-law Amendment

Resolution No. 2024-263

Moved by: Councillor Pelletier-Lavigne

Seconded by: Councillor Ducharme

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report No. CS-027-2024;

That Council directs staff to prepare the amendments to By-Law 2005-121 to be outlined at a Public Meeting to be held on Tuesday, August 13, 2024 to allow for local business retailers and the public to provide comments on the proposed retail business holiday exemption by-law; and

That Council directs staff to prepare the necessary By-Law for Council's consideration at the September 17, 2024 Regular Council Meeting.

Carried

c) New Business

None

12. Schedule of Council Meetings

- a) Committee of the Whole Meeting – August 13, 2024 starting at 3:00 p.m.
- b) Regular Council Meeting – August 13, 2024 starting immediately after the Committee of the Whole Meeting

13. Closed Session

None

14. Adjournment

Resolution No. 2024-264

Moved by: Councillor Graydon

Seconded by: Councillor Pelletier-Lavigne

Be it resolved that Council hereby adjourns its meeting at 4:11 p.m.

Carried

Mayor

Clerk