



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
AGENDA

Thursday, April 25, 2019, 6:30 P.M.
Main Level Chambers

An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

Pages

1. **CALL TO ORDER AND ROLL CALL**
2. **ADOPTION OF THE AGENDA**
Draft Motion:
BE IT RESOLVED THAT the Regular Council Meeting Agenda dated April 25, 2019 be adopted as presented / amended.
3. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
4. **CLOSED SESSION**
5. **ADOPTION OF MINUTES**
- 5.1 **DRAFT Minutes - April 11, 2019** 1
Draft Motion:
BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on April 11, 2019 be adopted as presented/amended.
6. **BUSINESS ARISING FROM THE MINUTES**
7. **DELEGATIONS/ PRESENTATIONS**
- 7.1 **Registered Delegations/ Presentations**
- 7.2 **Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)**
** 5 minutes per each presenter for a Maximum of 15 Minutes in total for all unregistered presentations**
8. **CONSENT AGENDA ITEMS**
- 8.1 **Staff Report(s) for Information:**
 1. **Marten River Volunteer Fire Department Report** 6
 2. **Temagami Volunteer Fire Department Report** 26
 3. **Public Works Department Report** 27
- 8.2 **Correspondence for Information:**
Hard copies of all correspondence for information is available at the Municipal office on request. The information items have been circulated to Council prior to the meeting.

8.3	Minutes of Local Boards & Committee Meetings	
1.	Temagami Police Services Board - January 2019	31
2.	Temagami Public Library Board Minutes - February 2019	35
3.	Temagami Public Library Board Minutes - March 2019	37
9.	<u>ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS</u>	
10.	<u>STAFF REPORTS</u>	
10.1	Memo 2019-M-070 Meeting May 9th	39
	Draft Motion:	
	BE IT RESOLVED THAT Council receive Memo No. 2019-M-070;	
	AND FURTHER THAT Council reschedules the meeting of May 9, 2019 to Monday, May 13, 2019.	
10.2	Memo 2019-M-071 LED Streetlight Proposal	40
	Draft Motion:	
	BE IT RESOLVED THAT Council receive Memo No. 2019-M-071;	
	AND FURTHER THAT Council approves the proposal received from RealTerm Energy on behalf of LAS for the replacement of our streetlights to LED lighting.	
11.	<u>COUNCIL COMMITTEE REPORTS</u>	
12.	<u>CORRESPONDENCE</u>	
12.1	Action Correspondence	
1.	Memo 2019-M-077 Correspondence from Pandolfo - Infrastructure Project	77
	Draft Motion:	
	BE IT RESOLVED THAT Council receive Memo No. 2019-M-077;	
	AND FURTHER THAT Council confirms the previous direction given to Staff regarding application for the Infrastructure Program	
2.	Memo 2019-M-078 Correspondence from Goodyear - Safety Concerns	80
	Draft Motion:	
	BE IT RESOLVED THAT Council receive Memo No. 2019-M-078;	
	AND FURTHER THAT Council direct Staff to forward to MTO in support of requests for speed limit and use of engine brakes.	
3.	Memo 2019-M-079 Correspondence from Merleau re Forest Talk	82
	Draft Motion:	
	BE IT RESOLVED THAT Council receive Memo No. 2019-M-079;	
	AND FURTHER THAT Council direct Staff to forward a letter of support for this project to permit Mr. Merleau move forward with his project.	
12.2	Resolution from Other Municipalities	
1.	Memo 2019-M-075 Resolution from City of Brantford	85
	Draft Motion:	
	BE IT RESOLVED THAT Council receive Memo No. 2019-M-075.	

2. Memo 2019-M-076 - Resolution from the Town of LaSalle

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-076.

13. BY-LAWS

14. APPROVED MINUTES OF COMMITTEE MEETINGS

15. UNFINISHED BUSINESS

15.1 Memo 2019-M-063 Official Plan Amendment 3 - Second Units

91

Draft Motion:

BE IT RESOLVED THAT that items 16.2 and 16.3 be deferred until the April 25, 2019 regular council meeting.

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-063;

AND FURTHER THAT Council approve the amended wording of the Official Plan Amendment No.3;

AND FURTHER THAT Council directs Staff to proceed as guided by the Planning Act and the Official Plan to start the process for approval.

15.2 Memo 2019-M-064 - Home Occupation Matters

102

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-064;

AND FURTHER THAT Council approve the amended wording of the proposed changes to the Comprehensive Zoning By-Law:

AND FURTHER THAT Council directs Staff to proceed as guided by the Planning Act and the Official Plan to start the process for approval

16. NEW BUSINESS

16.1 Broadband Project

115

Draft Motion:

WHEREAS Council of the Municipality of Temagami has targeted the need for improved Broadband, as a key for our future growth and development;

AND WHEREAS both the Province of Ontario and the Government of Canada have set out plans and future funding opportunities to enhance Broadband Services in rural and Northern areas;

AND WHEREAS the Municipality of Temagami is a unique area, where the population is spread over a large area (1906 square kilometres) with some areas are still relying on basic dial up services which makes finding an appropriate solution is complex and requires some professional assistance to facilitate future funding opportunities.

AND WHEREAS based on discussions with the Temagami First Nation this is an issue we have in common and there is merit in working together on a common plan which could allow both communities to build upon the other's systems and infrastructure in the future to our mutual benefit;

AND WHEREAS out a common plan and that each group could build upon each other's systems and infrastructure in the future with mutual benefits;

AND WHEREAS a proposal from a consultant can be shared at the Phase 1 cost of \$7,500 plus expenses for each community;

NOW THEREFORE BE IT RESOLVED THAT Council of the Municipality of Temagami agree to partner with Temagami First Nation to conduct phase 1 of the joint broadband study to be completed by Amedeo Bernardi Consulting Inc. (North Bay) with the cost to the Municipality of Temagami being \$7,500 plus expenses.

16.2 Memo 2019-M-073 Draft Procedural By-Law 118

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-073;

AND FURTHER THAT Council direct Staff to place the By-Law on the agenda for the May 23, 2019 meeting for Council's consideration.

16.3 Memo 2019-M-074 User Charges 166

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-074;

AND FURTHER THAT Council direct Staff to place the By-Laws to adjust user fees on the agenda for the May 23, 2019 meeting for Council's consideration.

17. NOTICES OF MOTION

18. CONFIRMATION BY-LAW 180

Draft Motion:

BE IT RESOLVED THAT By-law 19-1455, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 25th day of April; AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

19. ADJOURNMENT

Draft Motion:

BE IT RESOLVED THAT this meeting adjourn at p.m.



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
DRAFT MINUTES**

**Thursday, April 11, 2019, 6:30 P.M.
Main Level Chambers**

PRESENT: J. Harding, D. O'Mara, J. Shymko, C. Dwyer, B. Leudke, M. Youngs, J. Koistinen
STAFF: B. Turcotte, Tammy Lepage, C. Davidson, Sabrina Pandolfo, Suzie Fournier
GUESTS: Sara Goodyear, Chantal Kramer, Hec Lavigne Guest, Jim Sanderson

CALL TO ORDER AND ROLL CALL

Mayor O'Mara called the meeting to order at 6:30 pm. There were 7 people in the audience. The Mayor called the Roll.

ADOPTION OF THE AGENDA

19-187

MOVED BY: M. Youngs

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT the Agenda for the Regular Meeting of Council dated April 11, 2019 be adopted as presented.

CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

CLOSED SESSION

None.

ADOPTION OF MINUTES

Draft Minutes - Special Meeting March 28, 2019 at 3:00 pm

19-188

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council approve the minutes of the Special Meeting held March 28, 2019 at 3:00 pm

CARRIED

Draft Minutes - Special Meeting March 28, 2019 at 5:15 pm

19-189

MOVED BY: J. Shymko

SECONDED BY: J. Koistinen

Draft Regular Council Meeting Minutes – April 11, 2019

BE IT RESOLVED THAT Council approve the minutes of the Special Meeting held March 28, 2019 at 5:15 pm.

CARRIED

Draft Minutes - Regular Meeting March 28, 2019

19-190

MOVED BY: C. Dwyer

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council approve the minutes of the Regular Meeting held March 28, 2019 be adopted as amended.

CARRIED

Amendments include:

- Change the wording on the donation request from advertising to donation of sponsorship; and
- Adding appointee names to Item No. 12.1 and 12.2.

BUSINESS ARISING FROM THE MINUTES

None.

DELEGATIONS/ PRESENTATIONS

Registered Delegations/ Presentations

Hec Lavigne - BFL Insurance

Presenter: Hec Lavigne, BFL Insurance presented to Council an overview of the Municipality of Temagami Insurance Policy and answered questions from Council.

Unregistered Presentations (Maximum 15 Minutes in Total- in accordance with rules in By-law)

** 5 minutes per each presenter for a Maximum of 15 Minutes in total for all unregistered presentations**

Presenter: None.

CONSENT AGENDA ITEMS

19-191

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council adopt the consent agenda motions presented on the agenda.

CARRIED

Staff Report(s) for Information:

19-191

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive the Memo 2019-M-066 - Report from the Treasurer/Administrator

CARRIED

Memo 2019-M-066 - Report from Treasurer/Administrator

Correspondence for Information:

Hard copies of all correspondence for information is available at the Municipal office on request. The information items have been circulated to Council prior to the meeting.

19-191

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Information Correspondence items numbered 8.2.1 and 8.2.2.

CARRIED

The following items were received for information:

- Letter from Federal Minister of Infrastructure and Communities RE 2019 Gas Tax Allocation
- Letter from Cheryl Gallant, MP - re the Foreign Lobbyist Transparency Act

STAFF REPORTS

Items to be Considered Separately from Consent Agenda:

Memo 2019-M-062 - Statement of remuneration

19-192

MOVED BY: M. Youngs

SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council receive Memo No. 2019-M-062.

CARRIED

Memo 2019-M-065 - Modernization Fund

19-19-193

MOVED BY: C. Dwyer

SECONDED BY: J. Harding

BE IT RESOLVED THAT Council receive Memo No. 2019-M-065.

CARRIED

Memo 2019-M-067 - Reserves

19-194

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive Memo No. 2019-M-067.

CARRIED

Memo 2019-M-069 - Future Meeting Dates

Council recessed at 8:02 p.m. and resumed at 8:15 p.m.

19-195

MOVED BY: J. Koistinen

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive Memo No. 2019-M-068;

AND FURTHER THAT Council directs Staff to schedule meetings on the first and third Thursdays of each Month except for July, August and December where the regular meeting of Council will be on the second Thursday of the month.

DEFEATED

Memo 2019-M-068 - 2019 Capital Projects

19-196

MOVED BY: C. Dwyer

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive Memo No. 2019-M-069;

AND FURTHER THAT Council directs Staff to alter the proposed projects as discussed.

CARRIED

ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS

- Councillor Youngs reported on her attendance to Summit in Matheson.
- Mayor O'Mara reported on his attendance to the Canoe Festival Meeting and his attendance to the broadband meeting.

UNFINISHED BUSINESS

Memo 2019-M-061 - Fire Pump Subsidy Program - 2019

19-197

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo No. 2019-M-061;

AND FURTHER THAT Council direct that \$6,000 be included in the 2019 Operating Budget which will provide \$400 subsidy for the first 15 requests made;

AND FURTHER THAT the rules governing the subsidy program be altered as follows: to include those without fire suppression, quick connect attachment for the MNRF fire hoses 1 1/2 inches, and to adjust the minimum standard for Honda motors.

CARRIED

Motion to Defer:

19-198

MOVED BY: J. Shymko

SECONDED BY: B. Leudke

BE IT RESOLVED THAT that items 16.2 and 16.3 be deferred until the April 25, 2019 regular council meeting.

CARRIED

The following items were deferred to the next Regular Council Meeting:

- Memo 2019-M-064 - Home Occupation Matters
- Memo 2019-M-063 Official Plan Amendment 3 - Second Units

CONFIRMATION BY-LAW

19-199

MOVED BY: J. Koistinen

SECONDED BY: M. Youngs

BE IT RESOLVED THAT By-Law 19-1454, being a by-law to confirm the proceedings of Council, be read a first time, a second time, and read a third time and finally passed this 11th day of April, 2019;

AND FURTHER THAT the said By-Law be signed by the Mayor and Clerk and recorded in the By-Law Book.

CARRIED

ADJOURNMENT

19-200

MOVED BY: J. Harding

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT this meeting adjourn at 9:28 pm

CARRIED

Mayor

Clerk

MARTEN RIVER VOLUNTEER FIRE DEPARTMENT



ANNUAL REPORT 2018

Prevent-Prepare-Protect

MARTEN RIVER VOLUNTEER FIRE DEPARTMENT

ANNUAL REPORT

2018

FIRE CHIEF'S REMARKS

On behalf of the Marten River Volunteer Fire Department I am pleased to present the 2018 Annual Report. It has been a pleasure and privilege to serve as fire chief for the dedicated members of this department , the Marten River community and the Municipality of Temagami.

My pledge

To be open, honest & transparent to all

To communicate respectfully

To respect every level within the department and every single person I come across in our community

To make training an everyday part of our department's culture & train like our lives depend on it.

To listen to your concerns

To embrace our diverse & multi talented organization that truly represents the community we serve.

To never grow complacent—we have too much to lose

To challenge the status quo- our environment is changing at lightning speed— we must adapt.

To plan proactively for the future

To trust that every one has the same core values and will make their best educated decision.

To build relationships with fire fighters and community partners.

To engage with the public

To make mental health & self care an accepted part of our FD culture

To help people in need with compassion & professionalism

Respectfully submitted

Fire Chief

Paul Elliott

SUMMARY OF ACTIVATIONS 2018

Month	Day	Incident Type	EST KM	Response time minutes	Property class	Location	#FF's	Est Fire Loss	Comments
Jan.	3	MVC	35	28	Vehicles	Highway 11 at Tonomo Road	11		Dual Dispatch - Stand down on route
Feb.	3	Fire	16	23	Vehicle	Highway 11 at Trailer Park Road	6	unknown	Tractor trailer rolling on fire. Dept. stood down when vehicle moved south outside its jurisdiction.
	4	Fire	5	14	cottage	2372 Highway11	10	30,000.00	Electrical fire. FF's extinguished the fire completed the over-haul and checked on the condition of persons that had been in the building.
	17	MVC	19	21	Snowmobiles	OFSC trail off Tonomo Road	10		Both drivers injured, FF's assisted EMS with casualties.
	19	MVC	18	22	vehicle	Highway11 between 8mile Lake and Rabbit Lake Road	8		Members requested to control traffic until OPP arrived on scene.
April	11	MVC	1	7	Vehicles	Highway 11 at Handly Road	8		During poor weather conditions a collision between a tractor trailer, snow plough and SUV activated the department. FF's stabilized and monitored patients & moved traffic to the shoulder to allow EMS, police, snow plough and tow vehicles access and assisted in getting traffic moving.
	13	MVC	10	1	Vehicles	Highway 11 at Yellowstone Road	10		Collision between a tractor trailer and pickup truck. Driver of Pickup seriously injured. FF's Controlled the scene extricated the driver of the pickup, monitored the patient until EMS arrived and directed traffic.
	16	Fire	25	10	Garage	6468 Highway 11	11	unknown	Assist TFD
	20	Fire	14	22	Vehicle	Highway 11 North of Highway 64	3	unknown	Extinguish fire at left front tire of Dodge Pickup
May	15	Fire	10	11	Powerline	3480 Highway 11	10		Control spot fires along the lane, monitor until utility arrived.
	21	Medical	5	4		29 McLaren Road	7		Nurse on scene. Wait for EMS to arrive.
	23	MVC	7	16	Vehicle	Marten Lake Road	5		Dump truck drove through guard rails on bridge and rolled over in the water. Treated the driver for shock and hyperthermia and alerted MTO and MOE
	28	Medical	4	10		3277 Highway 11	4		Monitor patient until EMS arrive
	28	Medical	1	6		Highway 11 at Handly Road	6		Male patient unconscious on shoulder of the highway. Treat for heat stroke, secure the scene & control traffic.
June	8	Medical	10	10		712 Highway 64	6		Administer Oxygen monitor patient until EMS arrive
	2&3	Fire	20	52	Forest	Wolfe Lake	8		Asked by MNRFP to mitigate if possible. Used portable pumps to spray water around the perimeter. Forest lost Approx. 10 acres.
July	3	MVC	12	20	Vehicle	Highway 11 at Tonomo Road	8		Pickup truck and Moose collision

SUMMARY OF ACTIVATIONS 2018

Month	Day	Incident Type	EST time KM	Response time minutes	Property class	Location	#FF's	Est Fire Loss	Comments
July	4	Fire	18	17	Forest	567 Tonomo Lake Road	9		Heavy smoke. Chief advised cottage owner that smoke probable coming from the Wolf Lake fire.
	5	Medical	8	5		975 Marten Lake Road	11		Chest pains. Administer oxygen and monitor until EMS arrive
	7	Fire	10	13	Forest	Highway 64 at Holdridge Creek	8		No road access to the fire. Alert MNRF
	8	Fire	12	7	Forest	Highway 64 at Red Cedar Lake Camp	5		FF's walked into the bush but could not find the source of the smoke. MNRF were alerted.
	8	Fire	12	19	Forest	Highway 64 at Red Cedar Lake Road	10		Evacuate cottages and assist MNRF to extinguish fire using portable pumps.
	10	Fire	12	22	Forest	Highway 64 at Red Cedar Lake Camp	8		Asked by MNRF to extinguish any smoldering areas. Entire area hosed down.
	13	Medical	12	16		712 Highway 64	5		Patient experiencing seizures. Administer oxygen and monitor the patient
	19	Fire	10	NA	Forest	Bidwell Road	1		Fire Chief stood down the department advised dispatched that this is not our jurisdiction. Heavy smoke only from fire 8km
	22	Medical	9	5		272 Marten Lake Road	10		Monitor patient until EMS arrived
Aug.	5	Medical	1	7		2860 {lot 44} Highway 11 MR Provincial Park	5		Monitor patient with possible fractures from fall from a bicycle
	6	Fire	6	5	Powerline	52 Beaverland Road	5		Tree on powerline with smoke showing.
	17	Medical	6	6		24 Beaverland Road	4		FF's responded to a cardiac event. Monitored patient until EMS arrived.
	30	MVC	20	24	Vehicle	Highway 11 at Tonomo Road	4		Tractor trailer in the ditch- steel pipe on the highway. Secure the scene and monitor the drivers condition. Control traffic.
Sept.	2	Medical	15	17		19 Jumping Caribou Road	11		patient VSA on arrival
	9	MVC	25	18	Vehicle	Highway 11 at Rabbit Lake Road	7		Dual Dispatch Tractor trailer took down power lines and in Angus Lake
	20	Medical	10	9		Highway 11 at Pan Lake	6		Monitored patient until EMS arrived.
	21	Fire	3	13	Powerline	Highway 11 at Flying Squirrel Road	8		No fire—smoke showing. Alert Hydro One
Oct.	4	Fire	18	24	Powerline	Highway 11 At Kilometer Marker 414	7		No flames on arrival. Alert Hydro One
	25	Medical	1	8		2890 Highway 11	7		Administer Oxygen monitor patient until EMS arrive
Nov.	16	MVC	15	12	Vehicles	Highway 11 at Tonomo Road	3		SUV & Pickup . Control the scene, set up flares. Assisted by TFD
	21	MVC	1	10	Vehicle	Highway 11 at Highway 64	12		single vehicle rollover, monitored one patient until EMS arrive

SUMMARY OF ACTIVATIONS 2018

Month	Day	Incident Type	EST KM	Response time minutes	Property class	Location	#FF's	Est Fire Loss	Comments
Nov.	21	MVC	19	17	Vehicle	Highway 64 at Horseshoe Lake	12		single vehicle left road hit rock cut.
	22	MVC	16	24	Vehicle	Highway 11 between Bidwell & Bed-rock Roads	11		single vehicle in the ditch, secured the scene, stabilize the vehicle, extricated the driver, monitor patient until EMS arrive
Dec.	3	MVC	20	15	Vehicle	Highway 11 at Yellowstone Road	4		stood down on route
	6	MVC	30	42	Vehicle	Highway 11 at Jumping caribou Road	7		single vehicle accident
	10	Medical	4	5		49 Arthurs Road	5		Administer Oxygen monitor patient until EMS arrive
	12	MVC	26	13	Vehicle	Highway 11 Tonomo Road	7		collision with moose
	21	MVC	3	7	Vehicles	Highway 11 north of Flying Squirrel Road	6		Tractor trailer & car collision. Set out flares, secure the scene extinguish fire in Tractor engine and direct traffic.
	24	MVC	3	9	Vehicle	Highway 11 north of Flying Squirrel Road	8		Secured the scene, extricated passenger, direct traffic
	26	MVC	6	7	Vehicle	Highway 11 south of Marten Lake Road	8		Single vehicle in the ditch, secured the scene, set out flares
	30	MVC	25	23	Vehicles	Highway 11 at Wilson Lake road	5		Assist TFD Stood down on route.

SUMMARY OF RESPONSES

2018

THE MARTEN RIVER FIRE DEPARTMENT WAS ACTIVATED **48** TIMES

DURING THE PERIOD

January 1, 2018 to December 31, 2018

HIGHWAY ACTIVATIONS 22

⇒ 16 SINGLE VEHICLE INCIDENTS

⇒ 6 MULTI VEHICLE INCIDENTS

- 2 Highway activations that were dual dispatch with Temagami Fire Department
- 7 incidents that involved heavy truck
- 1 Incident that involved recreational vehicles (2 snowmobiles)
- 4 Incidents that required extrication using the Jaws of Life
- 3 Vehicle fires
- 0 Incidents where there was a fatality
- 15 Persons suffering injuries as a result of these incidents
- 2 Incidents that involved wildlife (all Moose)

FIRES 13

⇒ 2 Structure

⇒ 7 Forest

⇒ 4 Powerline/utility

◆ 1 Dual dispatch to assist Temagami Fire Department

Tiered Response Medical 13

- 5 Incidents where Oxygen was administered
- 0 Incidents where CPR / AED was performed
- 1 Fatality

STANDARD RESPONSE COVER

For Marten River Fire Department

2018

*Average of # firefighters responding 7.29 *Average of # minutes for firefighters to respond to the fire hall 9

* Average of # minutes to arrive on scene 14.80 *Average distance to the incident from the fire hall 12.25KM

Average # of fire fighters responding to activations 7.29

Highway 7.00

Fire 8.38

Tiered response medical 6.69

MEMBERSHIP

The Marten River Fire Department

Roster as at December 31, 2017

Position	Name	Years of Service
• Fire Chief	Paul Elliott	21
• Captain/Trainer	Anne Siegner	16
• Captain	Mary Jane Elliott	19
• Captain	Charles McDougal	5
• Fire Fighter	Raymond DesRoches	13
• Fire Fighter	Joyce MacKenzie	14
• Fire Fighter	Ivan Seguin	9
• Fire Fighter	Robin Bryan	4
• Fire Fighter	Marg Bryan	4
• Fire Fighter	Norm Malbrecht	4
• Fire Fighter	Tina Malbrecht	4
• Fire Fighter	Jackie Devost	2
• Fire Fighter	Rachel Cantin	2
• Fire Fighter	John Robichaud	2
• Fire Fighter	David Smetana	2
• Fire Fighter	Peter Christie	2
• Fire Fighter	Ron Brandow	2
• Fire Fighter	Nicole Bedard	2
New Members		
• Fire Fighter	Roderick Bossert	
• Fire Fighter	Ronda Nichols	
• Fire Fighter	Francis Lagrou	

**When a man/women becomes a fire fighter their greatest act of
bravery has been accomplished.
What he/she does after that is all in the line of work.
~Edward F. Croker**

Raymond DesRoches has resigned his position as Deputy Chief due to work pressures but he will continue to serve as a fire fighter. Ray has served this department as Deputy Chief since January 2006. Many thanks to him for his contribution to the fire department and the Marten River Community.

The Deputy Chief position will be filled in the new year.

Many thanks to all of the dedicated volunteer fire fighters . Your professionalism and dedication is what makes us great. Welcome to the new recruits you are the future.

TRAINING.

Fire fighters continue to train on the first and third Tuesday of each month. Captain Siegner uses the Essentials of Firefighting Edition 5 manual, action training videos, workbook, power-point presentations and hand on exercises. The following topics have been studied in 2018

- ◆ Integrated Incident Command System
- ◆ SCBA training and testing
- ◆ Reporting procedures
- ◆ Ontario regulation 379/18
- ◆ Portable Water Pumps
- ◆ Driver Evaluations
- ◆ Pumper Panel & CAF System Operations Rescue3
- ◆ Fire Hose Management
- ◆ Forest Fire Debriefing and Discussion
- ◆ Pumper Panel Engine4
- ◆ Drafting water from Dry Hydrant
- ◆ Fire Fighting Tools & Equipment - Purpose and applications
- ◆ Breathable Air Compressor operation and loading cylinders

Rescue and Medical Training

- * Totem Rescue Ambulance Sled and Snowmobile safe operations
- * CPR
- * Oxygen Administration
- * Highway Traffic Control
- * Traffic Control Zones

Other Training

- Solar Electricity Safety by Ontario Public Services Health & Safety Association
- Who's Responding Dispatch Response System
- Northeastern Fire Education Conference
 - 1. Promote Public Education
 - 2. Leadership Lessons
 - 3. Train Derailment Lessons
 - 4. Privilege of Leadership
 - 5. Act of Reading smoke
 - 6. Job Hazards/Risk Assessments
 - 7. Big Rig Extrication
 - 8. Traffic Protection For Emergency Services
- Safe Food Handling Course
- Emergency Response Guidebook, Hazardous Material General Awareness, BLEVE (boiling liquid expanding vapor explosions)
- ◆ Letters of compliance for OFMEM grandfathering to NFPA standards was applied for and received for P. Elliott, R. DesRoches, MJ. Elliott, A. Siegner and I. Sequin. This allows these members to continue their learning and advancement without starting from square one.

BUDGET

Municipality of Temagami council approved an operating budget of \$71,000.00 for the 2018 Marten River Fire Department/Community Center operations. The actual expenditures for the year amounted to \$ 61,477.66. The variance is due to items purchased in December that were allocated to the 2019 fiscal year.

Small equipment Purchased Included:

Sonim XPZ Cellular Telephone	4– Lime green traffic vest
20 pair of safety glasses	4- signs to locate fire extinguishers on trucks
Battery for ATV	2 floor squeegee
2 MSA Ultra Elite SCBA Face mask with heads up display	Green lights
3-coveralls	Pressure Washer
Battery Charger	Flat screen Television (for Who's Responding)

Equipment inspections include:

Aultman Heating—cleaned and inspected the boiler

Core Fire & Safety— completed the annual inspection of all the fire department and fire hall fire extinguishers and the kitchen suppression system. Bottle for kitchen system was replaced (10yr life)

FireChek Protection Services Inc.—completed 2 semi annual inspections for the breathable air compressor

Levitt Safety—Inspected and flow tested the department's 8 SCBA units

City of North Bay—completed annual inspections for the 2015 Mini Pumper and the 1975 Ward La France Pumper trucks.

True Center Auto Service—completed the annual inspection for the 2000 Ford 350 and replaced the unit's alternator

George Stockfish Ford Sales did the oil change and service inspection for Rescue 3.

Purchased made for Fire hall/community center include:

2 new 12wide X 10 High garage doors.

Toilet for washroom

A **Capital Budget** in the amount of \$10,200.00 to relocate the Marten River Helipad was passed at the Sept17, 2016 Council Meeting. The reallocation of funds to the Marten River Helipad project is conditional upon the Municipality receiving confirmation from Ornge that the proposed relocation project will facilitate reinstatement of night landing at this helipad. Fire Chief Elliott met with David Phillips, of Ornge Ambulance, to have a helipad compliance inspection completed on September 10 it was agreed that upon relocation and lighting of the helipad night landings would be reinstated.

Revenue

The municipality anticipated that the Marten River Fire Department would generate \$20,000.00 of revenue. The actual income produced during the period was \$39,610.00. Revenues include \$7,481.26 in emergency and fire response contracts, and \$ 32,009.55 for user fees and highway activations recovery and \$120.00 for burn permits.

FIRE PREVENTION AND COMMUNITY AWARENESS

Marten River fire fighters installed a new “Forest Fire Alert” sign that had been provided by the MNRF.

On July 6 a fire ban was put in place for the Municipality. The information sheet was emailed to the Marten River Fire Department members and community members and businesses were asked to post the information.

The July 1 Canada Day Pancake Breakfast and Fire Department Public Education Day was a resounding success. A Summer Smart magazine was set at each place setting and materials from the 2018 Spring into Summer fire prevention kit were distributed and FREE smoke alarm replacement batteries handed out. Smoke and Carbon monoxide alarms were available for sale at cost.

Marten River’s 17th Annual Pork Barbecue was held on July 15th and despite the fact that the provincial park had been evacuated the fire hall was full. Every one enjoyed the delicious meal and fire prevention materials and smoke/CO alarms were available. This was a good opportunity to talk to property owners about the “Restricted Fire Zones” and how best to protect their rural properties from forest fires.

The Community Yard and Bake Sale was held at the fire hall on August 5th. As well as this being an excellent fundraiser this event gave us an opportunity to talk to local cottage owners and residents about the forest fire situation and how best to protect their properties. Fire prevention materials were handed out and smoke and carbon monoxide alarms were available for sale. Signs around the fire hall reminded everyone of the restricted fire zone in effect.

Fire Ban maps and MNRF web site information were posted on the community bill board and in local businesses and the information sent by email to residents.

We continue to use the department’s illuminated sign to get out fire education messages regarding smoke and carbon monoxide alarms including the Fire prevention week slogan—LOOK LISTEN LEARN—FIRE CAN HAPPEN ANY WHERE

This year’s “William Edwards Memorial Award” was presented to long time community volunteers and four of the six original organizers of the Marten River “Winterfest”:

Jim and Joanne Myers

&

Gerald and Helen Luedke

Congratulations --- Well Deserved

We were pleased to have Bill Edwards’ daughter, Kim Toti and her family present the award. Thanks to the committee for their work on this file.

The Marten River Volunteer Fire fighting Team Association created this memorial award to preserve and carry forward Captain William Edward’s (passed January 2016) legacy of honorable service to the Marten River Fire Department and our community.



Donations

- ◆ The sale of **carbon monoxide and smoke alarms** at cost was facilitated by the Marten River Volunteer Fire Fighting Team Association who again fronted us the cost for the product for us.
- ◆ Moore Propane has again provided us with the **propane** to operate the fire hall kitchen
- ◆ A **gas detector** was received from Temagami Fire Department surplus.
- ◆ **8 Motorola pagers and 3 portable radios** were received from Temagami Fire Department surplus and reprogrammed to MRFD's frequency.



- ◆ North Bay Fire Department had a surplus of **firefighting foam** that was offered to neighboring departments.

Marten River Fire department received ten 20L containers.

- ◆ A donation of a **MSA Evolution 5000 Thermal Imaging Camera** by London Fire Department was made. The TIC is mounted in Rescue 3.



- ◆ The donation of a new training **laptop computer** was made to the fire department by the MRVFFTA. Captain Siegner will be in charge of the computer using it to download current training information and webinars.

This 15.6" Nitro 5 laptop by Acer. Ultra-fast and powerful, it has an Intel Core i7-7700HQ processor with 8GB of DDR4 RAM, and a large 1TB HDD for optimal storage and performance. The integrated NVIDIA GeForce GTX graphics card also includes 4GB of dedicated memory, delivering eye-popping visuals for your games and more.



2.8GHz Intel Core i7-7700HQ quad-core processor and 8GB of DDR4 RAM combine to deliver premium speed and performance for a professional training experience.

1TB hard drive provides a compact, convenient warehouse for all our favorite training videos, photos, and more, all in one place

NVIDIA GTX 1050Ti graphics card with 4GB dedicated video memory delivers stunning visuals for the best graphics, as well as surfing the web, streaming materials, web training or viewing photos

CONCERNS AND FOCUS

- ⇒ **E-draulics** New technology in fire fighting vehicle extrication tools using cutters, spreaders and rams powered by lithium batteries would provide us with the ability to quickly respond to our ever increasing load of motor vehicle collisions an heavy truck incidents. It is our hope that in 2019 the department can update this equipment as our hydraulic pumps as well as most of our hydraulic tools are in excess of thirty years old. Possible government funding streams could be looked at.
- ⇒ **Engine4** The departments 1975 Ward LA France pumper that was donated to MRFD by the Chautauqua County Fire Chief Association in 2001 is showing signs of age. The City of North Bay Garage recently completed the annual certification for the vehicle and expressed concern over the condition of the frame explaining that any further corrosion could result in certification failure. The truck has some transmission issues and because of it's age it is difficult to find parts or mechanics willing to service it.
- ⇒ **Fire Fighter Certification**. Although Regulation 379/18 has been rescinded fire fighter certification requirements are still coming. The OFMEM, OAFC and OAFF are continuing to work on a model for change. Finding candidates willing to dedicate so much of their precious time to reach the goal of certification will be difficult. Also the availability of good inexpensive, flexible on line training has to be addressed. Considerable amount of money will need to be added to the budget to allow for fire fighter training, accommodations and travel.
- ⇒ **Helipad** We hope to begin work on this project in the early spring as moving the helipad and receiving the ability to light it for night time landing is important to the Marten River Community.
- ⇒ **Assessable bathrooms** This is and item that the community has deemed important and that we would like very much to move ahead with. All possible avenues for funding should be researched.
- ⇒ **Fire Prevention** initiatives for smoke and carbon monoxide alarms must continue especially due to the distances citizens are from the fire hall and the fact that this department does no interior attach or rescue.(see standard response) This fire department should develop a social media presents to articulate fire prevention and education messages.
- ⇒ **Wildland Fires** All indicators are that climate change is creating a new normal in wildland fires. We are concerned that residents have become complacent about keeping the area's around their buildings clear of leaves and debris, removing dead trees and junk. Creating a barrier around cottage properties ,improving road accesses and access to a water source greatly improves the fire department's ability to aid in a wild fire situation. Community Education Programs in conjunction with the MNRF should be put in place. Extra focus should be put on Wildland Fire Fighting training.
- ⇒ **Training** This fire department will continue to work to train to maintain the best possible level of skill and SAFETY for it's members. Programs to get Fire fighters compliant with NFPA 1001 will have to be put in place. Being proactive.
- ⇒ **SOP/SOG** We continue to work to complete, update and maintain operating guidelines.



MARTEN RIVER VOLUNTEER FIRE DEPARTMENT

Fire Chief Paul Elliott
2877 Highway 11 N.
Marten River, ON
POH 1T0
705 892 2340
mrfire@temagami.ca

MONTHLY REPORT MARCH 2019

TRAINING

- Mar.5th Fire fighters took part in a practical SCBA training. Members demonstrated their ability to inspect, don and doff the units while properly wearing all PPE. They performed work task while wearing the unit timing their rate of air consumption. Fire Chief Elliott demonstrated how to change an air cylinder while the fire fighter is wearing the equipment. All cylinders were recharged.
- Mar.19th Fire fighters did a post incident debriefing for the Mar. 17th vehicle fire. Changed the illuminated sign, washed the trucks, repaired helipad cones and completed truck inventories.
- Mar 28, 29, 30 &31 The Northeastern Fire Education Conference in Huntsville was attended by Fire Chief Paul Elliott, Captain Elliott, Captain Cantin and Fire Fighter Devost. (A report for the complete conference training received is attached)

INCIDENTS

- Mar. 17th Fire Fighters were dispatched to a pickup truck on fire on highway 64 1 km from Highway 11. Members established scene control, extinguished the fire using the CAF system on Rescue 3 and water from Engine4, set out advance warning flares and preform alternating traffic control until OPP arrived.
- Mar.20th Marten River Volunteers responded to a multi vehicle MVC on Highway 11 1 Km south of Tonomo Lake Road. Two drivers with minor injuries were helped from their vehicle. Both refused to go to hospital with EMS. Fire fighters established scene control, set out advance warning flares and traffic cone, preformed fire prevention activities (fuel leaking and cut battery cable) and directed alternating traffic until tow vehicles had removed the vehicles from the road and cleared debris.

FIRE PREVENTION

Illuminated highway sign message was changed. (see picture)

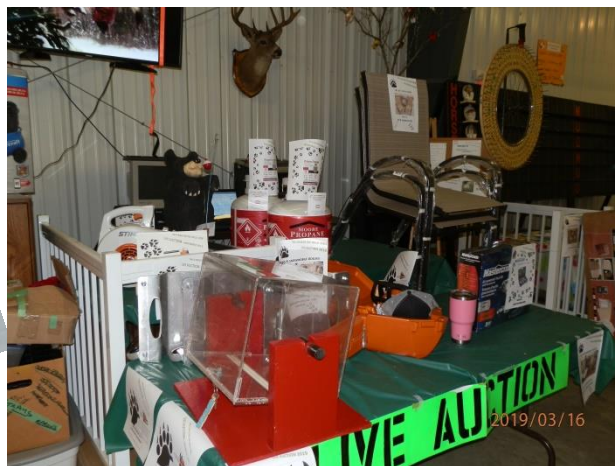
Smoke alarms were donated to the Winterfest auction table.

OTHER

- Mar. 1st Four members attended to the fire hall to assist K. Maurice install new furnace parts (gauge & electronic controller). While there they repaired the rear flashing light on Rescue3, mounted the fire extinguishers (recharged by Corefire) back into Rescue 3, installed new fire extinguisher decals on Rescue 3 and Rescue 5 and at the fire hall doors and cleaned the shop area.



- Mar.5th Fire Chief Elliott opened the fire hall for K. Maurice to completed furnace repairs (new pressure tank). While there he repaired the light for the Honda pump (new bulb), replaced the cover on the pump panel with new stainless steel screws (Engine 4) and emptied the expired air out of the four cascade bottles.
- Marten River Fire Department's application for funding for 8 sets of bunker gear to the Jenny's Heroes Canada was not successful.
- The 2018 Standard Incident Report Verification Report was reviewed and verified for the OFMEM.
- Mar.27th Fire Chief Elliott met with Treasure/ Administrator Craig Davidson regarding the 2019 capital and operating budgets for the Marten River Fire Department.
- The "**Take a Walk on the Wild Side**" Winterfest 2019 March 16th was a resounding success.



This event would not have such a favorable outcome without the generous support of the Marten River community members and our amazing sponsors.

(LIST OF SPONSORS IS ATTACHED)

A Great Big **THANK YOU** to all the student and community volunteers, the Winterfest chairpersons (R. Cantin & J Devost) and the dedicated committee.

Northeastern Fire Education Conference March 27-31 2019

Attended By Marten River Fire Department Members: Fire Chief Paul Elliot
Captain Mary Jane Elliott, Captain Rachel Cantin and Fire Fighter Jackie Devost

In Honor of The Charleston 9: A Study of Change Following Tragedy, Presented by Dr. David Griffin

Students are taken on an emotional ride from the dark days of fighting fire in Charleston, SC, where nine firefighters perished in the line of duty, to today where the organization is now a national model for change. All organizations need to learn the lessons from Charleston to ensure that they do not experience this type of tragic incident. This course utilizes never before seen video footage from the Sofa Super Store Fire of June 18, 2007, as well as the radio traffic that coincides with the event. It was developed, and is presented by the first engineer on the scene of this tragic event.

Update from the Office of the Fire Marshal Presented by Acting Fire Marshal Jon Pegg

The focus on fire fighter learning and development continues with the Ontario Fire College expanding access through online and blended courses. They continue to work with Fire to help fire fighters meet academic standards and certification. Online testing is being developed to speed up certifications. They are working on new regulation for code amendments for standpipes, hazardous extractions and out of service elevators. Their public outreach includes information regarding cannabis fire safely, monthly public education bulletins, fire safety education materials and reorganizing the website.

Updates for the Ontario Association of Fire Chiefs Presented by Fire Chief Cynthia Ross Tustin

O AFC are working with government on:

WSIB and PTSD,

Fire Service Regulations for Community Risk Assessments and Public Reporting need to be met in Fire Departments.

MTO concerns (D licensing issues on testing, no service MTO calls and driver certification)

Training Certification for Fire fighters O AFC are consulting on what a new model should look like.

O ACF serves on many Ontario government committees.

Jenny's Heroes Program is being administered by the association.

They are working with the MNR and Enbridge presenting a Natural Gas awareness Course in the province

Beyond Helmets and Hoses Leadership Courses are being offered

Provincial Radio systems have new standards that will be implemented by 2023

New 911 changes are coming by 2020

"Put Me in Coach, I Can CHANGE": Being the Coach Your Crew Needs as the Fire Service Evolves Presented by Chief Vince Mackenzie, Chief in Grand Falls Windsor Fire Department

Leading volunteer and composite fire services thorough change is the difficult task of today's changing environment.

Fires are different burning hotter, faster and more toxic. The jobs that we now do are ever expanding.

(MEDICAL, ALARMS, TECHICAL RESCUE, HAZMAT, ACTIVE VIOLENCE, EMERGENCY MANAGEMENT to name a few)

Equipment and technology is evolving. Our responsibilities including paperwork and accountability are changing and the people we serve and who serve with us are different as well. Like in sports, it requires a good coach behind the desk.

Dealing with issues from local politics to limited resources and **above all safety** require our full attention. Fire service leadership gets increasingly challenging at times. This session assists us to be the coach to prepare and guide our team during the big game.

Personality to Professionalism
Presented by Chief Vince Mackenzie, Chief in Grand Falls Windsor Fire Department

A successful fire department stems from leadership that understands what firefighters really want. Understanding motivations, people skills, and challenges are what make successful organizations work the best. Let's share some insights to what your firefighters really want. Fire fighters really need to be motivated and have good and effective leadership in their live. The 3Ts of motivation TRAINING TECHNOLOGY TRAGEDY and Maslow's Hierarchy of needs were discussed. We are a professional fire service (volunteer or career). The course helped us to understand different personalities especially those that were not like our own and how they influence the fire department's culture.

Practical Decontamination Presented by Fire Chief J. Whiteley

The fire service is undergoing a cultural change where cancer causing contamination exists. 1 out of 3 fire fighters will be diagnosed with cancer. Cancer is the cause of 58% of fire fighter line of duty deaths. Fire fighters are 9% more likely to get cancer and at a 14% higher risk of dying from cancer than the general population. Risk to fire fighters is based on department practices, uncontrolled circumstances, and contamination types, manner of exposure, spread and impact. Section 21 Guidelines Regulation 833 and 27805 define fire service policy. There are 18 different hazardous chemicals identified in household fire smoke. These chemicals can enter the body through inhalation and absorption. With every 5 degree raise in temperature the chemical absorption rate increases 400%.

Contamination avoidance, Proper PPE, Equipment design, and maintaining fire fighter health and wellness are best practices. Methods of avoidance include minimum exposure, setup hazard Zones, first in first home, apparatus positioning, positive pressure venting, delay overhaul, store contaminated PPE outside of cab, Decontaminate face hands and neck on scene with facial wipes or wet cloth and shower within 1 hour.

A decontamination kit should include pail, carwash brush, detergent, wipes or wash cloths and clear garbage bags.

Everyone that has been in the hot zone must clean and decontaminate their turnout gear, SCBA, gloves and helmet, Equipment and hoses and vehicle cab. An Exposure report should be filed.

Impact of Fire Attack Utilizing Interior and Exterior Streams on Firefighter Safety and Occupant Survival Study,
Presented by Sean DeCrane, Manager Industry Relations UL LLC

This presentation provided an overview of the research conducted at the Underwriters Laboratories Firefighter Safety Research Institute. During the presentation, we summarized a series of research projects and the applicability towards suppression operations. The session culminated with an overview of a recent project, studying various methods of fire attack operations including the measured impact on potential occupants within the structure. The study of tactical ventilation using a planned systematic and coordinated transitional exterior attack straight stream through a window or door at the ceiling using 30 gal of water) and understanding flow paths (High pressure to low pressure) was tested and shown to greatly reduce the temperature inside the building (improving the conditions for firefighters and trapped occupants. This process is needed because of the increased fire loads we now face with poly fabrics/foams, technology, engineered building materials and open concept living.

The UL's "Close Before you Dose" campaign was shown. The results shown were astonishing.

www.closeyourdoor.org

Marihuana Grow Operations and Clandestine Drug Lab Hazards
Presented by Dale L. Moore, OFMEM

The presentation allowed participants to gain knowledge of the inherent hazards associated with marihuana grow operations and clandestine drug labs. The participants learned what to look for during size up of an incident and how to identify indicators that they may be dealing with a possible marihuana grow operation or an illicit drug lab. The presentation provided the participants with the steps to take if they encounter one of these operations to ensure the safety of their firefighters. The presentation also demonstrated the additional serious hazards to avoid including booby traps and other dangers for First Responders.

Smoke and Carbon Monoxide Alarm Workshop
Instructed by Brian McBain, Senior Regulatory Affairs Representative ULC and Ryan Betts, Manager, Public Safety Education Section, OFMEM

Participants in this interactive workshop will be able to identify best practices and strategies to develop and implement effective smoke and carbon monoxide awareness programs to address identified risks and unique characteristics of their own communities.

This workshop was completed by Fire fighter Jackie Devost

Advanced Rapid Response Extrication
Instructed by Jason Defosse, Code4 Fire & Rescue

This is designed specifically for those departments that are covering large areas and when time is critical....every second counts! In this 4-hour action packed workshop we discussed multi-vehicle accidents, rollover pin jobs, T-Bone & head-on impacts. When the patient is in critical condition, the techniques and plan of attack as to when, where to cut, spread and ram, will make a huge difference.

This Workshop was completed by Fire Chief Paul Elliott

Leadership: Bringing Your Fire Service Leadership to the Next Level: Plotting Your Successful Fire Service Experience
Instructed by Chief Vince McKenzie, Grand Falls Windsor Fire Department

This 4-hour workshop reviews the topics covered in Leadership Training Module of the Beyond Hoses and Helmets (BHH) Program – a peer driven program that prepares new/tenured chief officers who manage volunteers within the fire/rescue/delivery system with information, education, services and representation to enhance their professionalism and capabilities. This session provides a high level look at the BHH program and recommended courses of study to become a better fire service leader.

This workshop was completed by Captain Rachel Cantin

Training Officers Workshop:

President, Assistant Chief Brent Thomas (Orillia), 1st Vice President Deputy Chief Reno Levesque (Port Hope) and Secretary Training Officer Paul Calleja (Huntsville), OAFTO

Part One: Developing Department specific Training Plans that can be NFPA compliant.

This session will equip anyone who is responsible for training to develop a department specific training plan that fits your department's daily and seasonal response needs with the manpower you have available. We will also show how to conduct training evolutions that can be NFPA compliant and includes preparation for NFPA certification. Additional free training resource locations will be provided.

Part Two: Volunteer & Composite Department Training Required Achieving NFPA 1001 Certification

The fire Service in Ontario is being challenged today more than ever before, and some of the biggest issues are being placed upon the training division. Mandatory Certification is no longer being discussed in back rooms or around the coffee table. The province introduced the idea in 2018, and we were literally steps away from having it implemented. What we have been given is a window of opportunity to ensure that our training programs match the requirements to meet the needs of Mandatory Certification if and when the discussion begins again. This presentation gave us some direction on how to make adjustments to the training you are already doing. The ultimate goal is to position your department and have it ready to meet whatever gets put in front of us and to make sure we prepare our people to help serve their respective communities to the best of their abilities.

This workshop was completed by Captain Mary Jane Elliott

**THANK YOU TO OUR
SPONSORS, VOLENTEERS
AND STUDENTS**

Findlay's Drug Store
John and Rose Collins
Ontario Parks
Gateway Home Hardware
Rona Goulard Building Supplies
The Bay Truck Stop
Jean Mair
Beatty Printing
Clearview Windows and Doors
Carquest
Hoppers
Sturgeon Motor Sports
Casey's Grill & Bar
Home Depot
Chartrand's Your Independent Grocer
Food Basics
See More Graphics
True-Centre
Paul and Mary Jane Elliott
Canadian Tire
Ontario Northland
Ursula's Gourmet Cakes
Francis and Norma Lagrou
Robin and Marg Bryan
Hercon Sheet Metal
Peter and Sharon Binz
Olive The Lake
Toyota
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Carolyn Collins
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Trappers
Tim Horton
11-17 Food Services
Beverley & Bobbie Ann McDougall
Jim and Joanne Meyers
Jackie Devost and Rachel Cantin
Mountain Home Lodge
Sheila Richardson
Lucky 13
Jim Moore Petroleum Home Heat
H. E. Brown
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Independent Tire

Rona
Docks Plus Temagami
Our Daily Bread
Lowell Lake Lodge
Temagami Chambers of Commerce
Rock Pine Restaurant and Motel
Syl's Neighbourhood Kitchen
Oops! Mr. Gas
Marten River Lodge
Manchesters Sleep Centre
Brenda Vaillancourt
Need-A-Car
Firecheck Protection Service
Canadore College
Madileine Jackson
Dave Roy
Chuck New and Edith Pike
Brigitte Levac
Guy's Tire Sales Inc.
North Bay Jack Garland Airport
Anthony Rota
Marten River Fire Department
Temagami Shores
SuzieQGlass
The Clozer
Brian Feeney Plumbing
Wolseley Mechanical
Sue Lamont
Gramp's Place
Norm and Tina Malbrecht
Siegnor & Son
West Jet
Lumpy's
Merv Brown

Len McCully
Northern Honda
Sister's by Choice

Temagami Fire Department
Monthly Report of Activities
for the month of: *March 2019*

2 Activations

- March 12th @ 2:57PM – reported Heat detector automatic alarm notification – monitoring company contacted FD at 2:59 PM to advise notification was false alarm (equipment malfunction) – department stood down
- March 16th @ 5:17 PM – Reported burning door panel on car – Birch Crescent – 4 firefighters and 1 vehicle responded; 3 firefighters/1 vehicle stood down from responding (not required on scene)

Training:

- 4 meetings this month – fire hose basics, hose handling, roadway safety, equipment mtnc
- Chief, Deputy Chief attended North Eastern Fire Educational Conference (March 28-31) in Huntsville
- Chief attended Essentials of Municipal Fire Protection (March 6th) in Temiskaming Shores

Fire Prevention:

- Several Fire Safety Plans in various stages of review

Fire Education:

- Regular radio “fire safety” announcements on CJTT
- Monthly community newsletter - Fire Safety messages

Other:

- 3 members required to complete return to active duty evaluation
- 2019 Operational budget proposal submitted
- Driver training / evaluation completed by 1 new member to drive Rescue
- Chief working on Annual Report

Jim Sanderson

Fire Chief, Temagami Fire Department
Alternate CEMC

Date: *April 2, 2019*

**PUBLIC WORKS DEPARTMENT
MONTHLY REPORT
April 2019**

<p style="text-align: center;">ROADS</p>	<ul style="list-style-type: none"> • Thawing culverts on all roads where needed • Plowed all gravel roads very slowly due to thawing • Sanded roads where needed • Hauled snow from troubled spots in town and Temagami North to eliminate flooding • Started patching surface treated roads • So far the thaw has been very good for PW, no big problems so far. • Have started light grading on the Mine Rd in the areas that could be graded, PW will continue to keep the roads in as good as condition as we can for this time of year.
<p style="text-align: center;">WATER & SEWER</p>	<ul style="list-style-type: none"> • Grinder Pumps - repairs and maintenance on Pumps. • Water and sewer lines frozen at Train station, PW and Brian Feeney worked together and it is now working again. The new sewer heat trace was looked at by the company, Brian has stated to me that the line was in working order but must be turned on in the fall (before it freezes) and left on until spring otherwise if the line freezes first the heat trace will not thaw the pipe completely from frozen. (Maybe a sign at the plug in would remind staff to plug in) Brian will reinstall the line when it comes back from the company and the staff at train station will be aware of what must be done in the fall and spring. • The new water heat trace at the train station is ordered and will be installed when it comes in for approximately \$ 800.00 • Shut 2 water shut offs at residences in Temagami North after hours due to water leaks. • OCWA invited PW to a Standard of Care Training at Riverside Place in New Liskeard on March , 27th 2019 and I attended with some of council.

EQUIPMENT	<ul style="list-style-type: none"> • 1 ton was taken to Cobalt Car Clinic for repairs on signal lights and control handle, also replaced old license plates with new ones(lost one) • Loader needs new handle on front bucket lift, it was ordered and will be installed when it arrives at our shop. (under warranty) • Trained 2 staff members on new loader • Changed valves on our Steam Jenny because we were have trouble with water transferring over. • Serviced T-14 Frieghtliner large truck with oil changes and filters, grease and inspect complete truck. We changed rollers and guide wheels on cross conveyor on T-14 on sander and serviced • Serviced T-3 Frieghtliner large truck with oil, filters, grease and inspect complete truck, we also had to change spockets and shafts, and install a new chain. Service done as well
WASTE MANAGEMENT	<ul style="list-style-type: none"> • Strathy Landfill – pushed domestic and wood waste
BUILDINGS	<ul style="list-style-type: none"> •
PARKS & REC	<ul style="list-style-type: none"> • Arena plants are shut off and ice is out, just have to wash pad off • Ice came off the roof of the Arena in huge chunks to the ground and fell into the wall. I called insurance after it was inspected by Myself and Monty for damage. We spoke with Craig also before calling. Adjuster showed up and after speaking to the engineer the Adjuster thought it would be safer to close the Arena down until we have it inspected by an engineer. This leading us to cancelling TAA meeting that was scheduled at the Arena and move the meeting to the Munciple office and theatre. PW had to rent an excavator to remove all the snow and ice away from the building so the engineer could see the damage to the wall, it was a 1 day rental. The engineer showed up and inspected from underneath the bleachers and said that the structure was fine and that the building was ok to reopen but no one is allowed to go under the bleachers. His report and recomendations is to be sent to the adjuster which I have not heard anything from yet

	<ul style="list-style-type: none"> • PW also had the Arena AED device serviced by Temagami Ambulance and is good until March of 2020 • Have quotes coming in for Plug in's in the Zamboni room for heater install. • PW also had some ice damage at the Temagami South Water Plant roof that pulled off the communication tower for the Temagami North Water Plant off , the ice guard was ripped off the roof which tore the stack for communications off with it. I called Ontera, OCWA, and a contractor to do the repairs because this an compliance issue with the MOECC and must work at all times. It is temporary fixed until nicer weather comes. • PW helped the Building department serviced the snowmobile and is put away for the summer. • PW insulated fire alarm panel at the Municipal office and installed desks for office staff • PW removed snow from exits at the Ambulance building after snow was shoveled off roof. • PW assisted the Temagami Fire Department with our loader for a buried gas metre at a business in town that needed to be shut off.
CAPITAL PROJECTS (2019)	<ul style="list-style-type: none"> • PW paid and received fuel/wood permit from MNRF for the tree cutting at the Manitou Landing and the back parking lots. PW's would like direction from council regarding what they want cut down and how they want parking to be implemented , who ever does the work should be certified and have proper insurance for this work. What involvement does public works have in this project? Would like to make sure that we have a budget to complete the work.
STAFFING	PW has 1 Staff member still off on short term for a while longer
BUDGET (Operations 2019)	<ul style="list-style-type: none"> • Temagami South Water Treatment Plant - 3 furnaces need to be replaced. Have one quote and waiting for 2 more. • Going over Capital and operational budget for 2019

TEMAGAMI POLICE SERVICES BOARD
MEETING MINUTES
Wednesday, January 16, 2019 at 1:00 pm
Boardroom-Temagami Municipal Office

Present: Don Johnson
Penny St. Germain

Sgt C. Morgan
Debbie Morrow-Secretary

Absent: Dan O'Mara

Acting Inspector J. Breault

1 Call to Order

Meeting called to order at 1:10 pm

2 Adoption of Agenda

Agenda for January 16, 2019 Meeting will be accepted with the following amendments:
Addition of "8.8 Update on Provincial Appointee"

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: the January 16, 2019 Agenda be accepted with amendments as follows:

Addition of "8.8 Update on Provincial Appointee"

Carried

3 Conflict of Interest / Pecuniary Interest disclosure

3.1 Conflict of Interest Declared by Don Johnson re:

7.2a&b Ratification of payment of Don Johnson's \$100.00 Honorarium.

3.2 Conflict of Interest Declared by Dan O'Mara re:

3.3. 7.3a&b Ratification of Payment of Dan O'Mara's \$100.00 Honorarium.

Conflict of Interest Declared by Penny St. Germain re:

7.4a&b Ratification of Payment of Penny St. Germain's \$100.00 Honorarium

4 Presentations and Delegations

None.

5 Acceptance of minutes of the previous meeting

Minutes for Temagami Police Service Board Meeting held on November 18, 2018 are accepted as presented.

Moved by Don Johnson

Seconded by Penny St. Germain

BE IT RESOLVED THAT: the minutes from November 14, 2018 Temagami Police Services Board Meeting are accepted as presented.

Carried

6 Business arising from the minutes

6.1 No update on Temagami Lake Watch Program.

7 Ratification / Consent items

7.1a&b Ratification of payment of Retirement Dinner Costs for Brent Cecchini totalling \$126.87.

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: payment for Brent Cecchini's \$126.87 received ratification.

Carried

7.2a&b Ratification of payment of Don Johnson's \$100.00 Honorarium.

7.3a&b Ratification of Payment of Dan O'Mara's \$100.00 Honorarium.

7.4a&b Ratification of Payment of Penny St. Germain's \$100.00 Honorarium.

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: the payment of a \$100.00 Honorarium to Don Johnson, Dan O'Mara and Penny

St. Germain received ratification.

Carried

7.5a&b&c Ratification of payment for Secretary's wages and office supplies totalling \$273.85

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: payment of \$273.85 for secretary's wages received ratification.

Carried

7.6a&b Consent to pay 2019 OAPSB membership fees totalling \$759.62

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: consent to pay 2019 OAPSB membership totalling \$759.62 has been received.

Carried

8 Items for discussion

8.1a Municipal Council's representative will remain as Dan O'Mara.

8.1bi Welcome to Acting Inspector Joel Breault; congratulations.

8.1bii Sgt C. Morgan advised that the hiring of a Detachment Commander will be thru an Inspector Pool.

8.2 Confirmation that the executed RIDE Grant has been received in the amount of \$6,630.00 covering the period of April 1, 2018 to March 31, 2019.

8.3 New Minister of Community Safety and Correctional Services - Sylvia Jones

- 8.4a Budget as of November 2018 for the Temagami Services Board was attached to the Agenda file.
- 8.4b No categories were over budget.
- 8.4c No consent or ratification expenses were included in the amounts from the November 14, 2018 meeting onwards.
- 8.4d No work has begun yet on the 2019 budget; will have to get information from Municipality on when the proposed budget will be due.
- 8.5a The OAPSB membership fees were \$759.62 and are being submitted for payment.
- 8.5b The Spring Conference Agenda is not available yet but the hotel room bookings are open for reservations.
- 8.5c Board agrees to book 4 rooms and if not required they can be cancelled.

Moved by Penny St. Germain

Seconded by Don Johnson

BE IT RESOLVED THAT: Debbie reserve 4 rooms at the Caesar Palace Hotel in Windsor for the Spring OAPSB Conference the 3rd week of May.

Carried

- 8.6 New OAPSB Board Chair is Phillip Huck.
- 8.7a Revised Cannabis Handout is attached.
- 8.7b Referencing the Resolution from November 14, 2018 Meeting will be sent to the Municipality for distribution.
- 8.8a Penny St. Germain has applied to remain as the Provincial Appointee.
- 8.8 b Her appointment expired in November 2018
- 8.8c Provincial Appointee can be extended on-line now.

9 Items for General Information

Items 9.1 to 9.9 forwarded to board members ahead of meeting when retrieved from the OAPSB website.

9.9 Changes to Drinking & Driving Laws indicate with “Reasonable Grounds” can request a breathalyser after a driver has reached destination and no longer in the vehicle.

10 Detachment Commander’s Report

10.1 Detachment Commander’s Report

All Stats represent November to December 2018 (Unless otherwise noted)

10.1ai Public Complaints none

10.1aii Service Complaints none

10.1aiii Conduct Complaints-none

10.1aiv Total Cruiser Hours 263, Total Foot Patrol Hours 6

Time is down due to Vacation Time. No Snowmobile Patrol hours yet.

10.1av Steve Morrison has been assigned to North Bay Traffic Management Team but will have a satellite office in Temagami; first satellite office in the Northern Region.

10.1avi New Constable Jennifer Roswell has completed her probation time and will be assigned to Temagami Office.

10.1avii D/Constable Johnston has completed extensive training to assist him with new Community Street Crime Unit.

10.1aviii Constable Roch Belanger (Temagami) will be receiving 30 years of service award.

10.1aix 2 Sargent Positions will be opening up in Temiskaming Shores Detachment.

10.1b ICON reports
10.1bi Traffic Related Charges Year to Date is down 34.8%
10.1bi Overall the Criminal Code and Provincial Statute Charges Laid are down by 41.4% year to date
10.1b iii Traffic Related Charges-speeding, seatbelt, impaired and distract charges are down by 33.3% year to date.
10.1biv Sgt Morgan states that the stats are off she has seen factual ticket proof on Traffic Related Changes and definitely more than the 6 for speeding.
10.1c Record Management Systems
10.1ci Violent Crime Charges down by 43.8% for year to date
10.1cii Property Crime Charges down by 32.3% for year to date
10.1ciii Drug Crime Charges down by 87.5% for year to date
10.1civ Drug Crime Charges might increase next year due to new Street Crime Unit
10.1cv Clearance Rate is up 2.1% year to date.
10.1d Collision Reporting System
10.1di No Fatal; 9 Personal Injury, 43 Property Damage year to date.
10.1dii Fatalities in Detachment Area- Motor Vehicle Collision, Off-Road Vehicle, Motorize Snow Vehicle-0
10.1e Calls for Service
10.1ei Higher calls for service year to date 220 compared to 200 in 2017.
10.1eii Weighted hours year to date is down 992.4 compared to 1165.6 in 2017.
10.1eiii Violent Crime calls are down and Domestic Crime appears to be repeat offenders.
10.1eiiii Revenue \$1,022

11 Next Meeting: Thursday, March 21, 2019 at 1:00 pm at the Temagami Municipal Office Boardroom

12 In Camera Agenda

None

13 Adjournment

Moved by Penny St. Germain

Second by Don Johnson

BE IT RESOLVED THAT: The meeting is adjourned at 2:35 pm.

Carried

Temagami Public Library

Minutes of February 26th 2019

7:00pm Temagami Public Library

Present: Claudia Smith, Paul Middleton, Carmen Koski, Carol Lowery, Anita Mamen

Staff: Quelia Cormier

Absent with notice: John Shymko, Lorie Hunter

1. **ADOPTION OF THE AGENDA: MOVED** by Carol Lowery and **SECONDED** By Anita Mamen that the agenda of February 26th 2019 regular board meeting be approved. **CARRIED**
2. **DECLARATION OF CONFLICT OR PECUNIARY INTERSET:** None Declared.
3. **APPROVAL OF THE MINUTES** of the regular board meeting of January 22nd 2019. **MOVED** by Anita Mamen and **SECONDED** by Claudia Smith that the minutes of January 22nd 2019 be accepted as presented. **CARRIED**
4. **BUSINESS ARISING FROM THE MINUTES:**
 - The CEO is still looking at security options for the library.
 - Carol Lowery is still waiting to meet with members of the Community Foundation with regards to the Tracy Gauvreau Scholarship.
5. **CORRESPONDENCE:** Letter from Craig Davidson Treasure Administrator for the Municipality of Temagami with regards to the HR Policy for the Temagami Public Library.
 - The Board discussed and wish to fall under the municipalities HR policy.
6. **TREASURER'S REPORT: MOVED** by Paul Middleton and **SECONDED** by Carol Lowery that the Treasures report dated February 22nd be accepted as presented. **CARRIED**
7. **CEO'S REPORT: MOVED** by Anita Mamen and **SECONDED** by Claudia Smith that the CEO'S Report for February 26th 2019 be accepted as presented. **CARRIED.**
8. **PRESENTATIONS:**

Phone presentation from Carol Oley with regards to the local history project.

 - Board had a discussion and has directed Mrs. Oley how to proceed with this project. Mrs. Oley hopes to have this project completed this spring.

Presentation from Sherry Guppy of Living Temagami with regards to the Local Archives.

 - Ms. Guppy gave a presentation on the plans for the Archives and was available to answer any questions the board may have about this project.
9. **NEXT MEETING:**

March 26th 2019 at 7:00pm in the library

10. **ADJOURNMENT: MOVED** by Carmen Koski and **SECONDED** by Claudia Smith that the regular board meeting of the Temagami Public Library be adjourned at 9:01pm. **CARRIED**

Temagami Public Library

Minutes of March 26th 2019

Present: Carol Lowery, John Shymko, Lorie Hunter, Carmen Koski

Staff: Quelia Cormier (CEO)

Absent with notice: Paul Middleton, Anita Mamen

Absent without notice: Claudia Smith

1. **ADOPTION OF THE AGENDA: MOVED** by Carol Lowery and **SECONDED** by John Shymko that the agenda of March 26th 2019 be approved. **CARRIED**

2. **ELECTION OF OFFICERS: MOVED** by Carmen Koski and **SECONDED** by Lorie Hunter that nominations be open for Chair of the Temagami Public Library Board. **CARRIED**

MOVED by Lorie Hunter and **SECONDED** by Carman Koski that Carol Lowery be nominated for the position of Chair of the Temagami Public Library Board. **CARRIED**
There were no other nominations for this position.

MOVED by Lorie Hunter and **SECONDED** by John Shymko that nominations for Temagami Public Library Board Chair be closed. **CARRIED**
Carol Lowery accepted the position of Temagami Public Library Board Chair.

MOVED by Lorie Hunter and **SECONDED** by Carmen Koski that nominations for vice Chair of the Temagami Public Library Board be open. **CARRIED**

MOVED by Lorie Hunter and **SECONDED** by Carmen Koski that John Shymko be nominated for the position of Vice Chair of the Temagami Public Library Board. **CARRIED**

There were no other nominations for this position.

MOVED by Carmen Koski and **SECONDED** by Lorie Hunter that nominations for Temagami Public Library Board vice Chair be closed. **CARRIED**
John Shymko accepted the position of Temagami Public Library Board vice Chair.

3. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST:** None Declared.
4. **REVIEW AND APPROVAL OF THE MINUTES** of the regular board meeting of February 26th 2019. **MOVED** by John Shymko and **SECONDED** by Carmen Koski that the minutes of February 26th 2019 be accepted as presented. **CARRIED**
5. **BUSINESS ARISING FROM THE MINUTES: MOVED** by John Shymko and **SECONDED** by Carmen Koski that the Temagami Public Library Board form an Ad-Hoc committee consisting of Carol Lowery, Lori Hunter and Quelia Cormier to meet with the community foundation to discuss the Tracy Gauverau Scholarship Fund. **CARRIED**

6. CORRESPONDENCE:

- Correspondence from Jim Clark wishing to make a possible donation to the Temagami Public Library in memory of a loved one.
 - Board discussed and the CEO will contact Mr. Clark explaining how he can make a donation to the Temagami Public Library.
- Correspondence from Shaelyn Turcotte asking for sponsorship in the 2019 Miss North Ontario Regional Canada Pageant.
 - Board discussed and it is not in our practice to participate in sponsorship of this kind. We do however wish Miss Turcotte all the best on her journey to Miss North Ontario 2019.
- Correspondence from Carol Oley with an update on where she is with the local history project.

7. **TREASURERS REPORT:** Not available at this time.

8. **CEO's REPORT: MOVED** by Carmen Koski and **SECONDED** by Lori Hunter that the CEO's Report be excepted as presented. **CARRIED**

9. **2019 DRAFT LIBRARY BUDGET: MOVED** by John Shymko and **SECONDED** by Carmen Koski that the 2019 Draft Library Budget be accepted as presented. **CARRIED.**

10. **EASTER:** Shaelyn Turcotte will be hosting an Easter Event at the Arena as part of her Miss North Ontario Pageant. Once there is more information on this event it will be decided whether the library will still go ahead with our Annual Easter Eggstravaganza. A tentative date of April 16th has been chosen.

11. **COFFEE HOUSE: MOVED** by John Shymko and **SECONDED** by Lorie Hunter that an Ad-Hoc committee consisting of John Shymko, Carol Lowery and Quelia Cormier be formed to work on a plan for the Coffee Houses the Library wish to hold this summer. **CARRIED.**

12. OTHER BUSINESS:

- John Shymko is looking into the possibility of a Music Library featuring local artists.
- Carol Lowery will speak to someone at the North Bay Public Library to get information on their Fishing Pole lending library.

13. **Next Meeting:** April 23rd 2019 (NOTE: HAS SINCE BEEN CHANGED TO APRIL 16th)

14. **ADJOURNMENT: MOVED** by Carmen Koski and **SECONDED** by Lorie Hunter that the meeting of March 26th 2019 be adjourned at 8:15pm. **CARRIED**



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-070



Staff



Committee

Subject: Meeting Scheduled for May 9, 2019

Agenda Date: April 25, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-070;

AND FURTHER THAT Council reschedules the meeting of May 9, 2019 to Monday, May 13, 2019.

INFORMATION

As noted during the last Regular Session, the meeting scheduled for May 9th conflicts with the FOMON Convention. While previously, the attempt was made to also use to shift meetings on a go-forward basis it may take some time before this is possible.

Focusing on the May 9th meeting, rescheduling this meeting to Monday May 13, 2019 may work with Council's schedule. While this would be a 'Regular Session' of Council, the intention presently is to focus on budget items.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memo No.
2019-M-071

Memorandum to Council



Staff



Committee

Subject: LED Conversion Proposal

Agenda Date: April 25, 2019

Attachments: LED Proposal

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-071;

AND FURTHER THAT Council approves the proposal received from RealTerm Energy on behalf of LAS for the replacement of our streetlights to LED lighting.

INFORMATION

As directed previously by Council, the process to LED replacement was initiated by completing LAS' questionnaire. LAS is a joint effort between the Association of Municipalities of Ontario and the Municipal Finance Officers Association. 2019 is the last year that the LED program is being offered through this organization.

LAS has a working relationship with RealTerm Energy. This working relationship was a result of RFP process that occurred in 2014.

The approach (noted on page 10 of the proposal) starts with the basics of a streetlight audit to ensure the appropriate wattages and placement of light fixtures to meet the objectives of streetlighting.

Presently, the quote provided is based on the inventory of streetlight assets that were supplied by Staff during the questionnaire completion phase of the project. The total cost of the project, net of any incentives, \$69,648. Once completed, the proposal indicates that our electricity costs are expected to be reduced by 73% or \$10,250. This, coupled with the reduction in maintenance during the warranty period brings the total expected savings to \$12,549 per year. This project can be funded by the efficiency grant received recently by the Province.

Council does have the ability to rely on the RFP work completed by LAS and accept this proposal rather than conducting our own RFP.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Proposal to the Municipality of Temagami

LED Streetlighting Conversion

April 3rd, 2019

O-1647

Primary Contact

Bruce Ibbitson
Field Installation Manager
RealTerm Energy Corp.
2160, de la Montagne Street Suite 600
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(705) 255-1786
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April 3rd, 2019

The Municipality of Temagami
P.O. Box 220
Temagami, ON P0H 2H0

Thank you for your interest in upgrading your streetlighting network with RealTerm Energy and LAS. Our team at RealTerm Energy brings energy experts, financial analysts, lighting designers and boots-on-the-ground lighting technicians, working together to achieve smart solutions that will deliver approximately 73% cost savings to your streetlight energy bill in the first year. We are passionate about helping communities immediately realize the savings that LED lights can provide and we're proud to offer this service to the Municipality of Temagami.

You will find included a preliminary LED life-cycle cost analysis based upon data provided by the Municipality. This analysis is only a starting point, and demonstrates the energy savings that are possible using LED streetlight technology while deploying industry standard roadway practices.

Our turn-key service offering includes:

- An initial assessment of your existing streetlight network
- A comprehensive Investment Grade Audit
- Complete photometric designs to optimize energy efficiency and minimize costs
- New LED installation and recycling of old fixtures
- Transfer of all inventory files and data
- Transfer of all warranties at commissioning

We manage our conversion projects in a transparent fashion. We will keep the Municipality of Temagami informed of all progress during each phase of the project. Fiscal monitoring of this project, on the Municipality's part, will be an easy process facilitated by regular meetings and continually accessible reports.

The RealTerm Energy team appreciates this opportunity to present our proposal. We look forward to the prospect of working with the Municipality of Temagami to design and install your new, highly-efficient LED streetlighting system. We are passionate about what we do and want you to feel the same way about this project's results.



Sean Neely, President
sneely@realtermenergy.com

1. EXECUTIVE SUMMARY

Technical/ Environmental Assessment	Title	Municipality of Temagami Street Lights
	Baseline	74 HID Cobrahead fixtures, 9 HID decorative fixtures Total demand: 16.0 kW Annual energy consumption: 69,163 kWh Annual operating hours: 4,320
	Technology Employed	Smart ready LED Fixtures
	Technology Provider(s)	Cree & Acuity Brands
	Technical Specifications	7-PIN, Smart ready fixtures Color temp: 3000K or 4000K Average life ≥ 100,000 hours CRI ≥ 65, IP ≥ IP 65
	Fixture Warranty	10 years
	Annual Energy Savings	50,160 kWh (73%)
Financial Assessment (Capital Purchase)	Financing Scheme	Financed by Temagami
	Project Cost	\$73,655
	Incentive from IESO	\$4,006
	Net Project Cost	\$69,648
	Project Reference Period	23 Years
	Payback Period	5.2 Years
Organizational Assessment	Time Schedule	TBD

2. PRELIMINARY LED ANALYSIS

Our team has constructed an initial LED assessment for illustrative purposes, based upon a basic one-for-one replacement technique. We have selected Cree & Acuity Brands LED fixtures with comparative light outputs for all existing HPS fixtures recorded in the Municipality of Temagami's most up to date inventory. This analysis is only a starting point, and demonstrates the energy savings that are possible using LED technology while deploying industry standard roadway practices.

Please note that these estimates are conservative. Once our IGA report and photometric analysis are completed, our team has typically been able to improve the efficiency levels and project costs associated with the LED upgrade by as much as 10%.

2.1. Current Inventory and Proposed LED Replacements

COBRAHEAD FIXTURES								
HID Fixture type	HID System Wattage	HID QTY	Total HID Demand (kW)	LED Fixture type	LED System Wattage	LED QTY	Total LED Demand (kW)	Savings
Cobrahead HPS-100W	130	2	0.3	35W_XSPSM-D-HT-2ME-8L-40K7-UL-SV-N-Q1	35	2	0.1	73%
Cobrahead HPS-150W	190	69	13.1	49W_XSPSM-D-HT-2ME-8L-40K7-UL-SV-N-Q4	49	69	3.4	74%
Cobrahead HPS-250W	310	3	0.9	103W_XSPLG-D-HT-2ME-24L-40K7-UL-SV-N-Q2	103	3	0.3	67%
Total (Cobras)	-	74	14.3			74	3.8	74%

FLOOD & DECORATIVE FIXTURES								
HID Fixture type	HID System Wattage	HID QTY	Total HID Demand (kW)	LED Fixture type	LED System Wattage	LED QTY	Total LED Demand (kW)	Savings
Floodlight HPS-150W	190	9	1.7	71W_KAD LED 40C 530 30K R4 MVOLT RPD04 PER7 DDBXD	71	9	0.6	63%
Total (Decos)		9	1.7			9	0.6	63%
Total (Cobras+Decos)		83	16.0			83	4.4	65%

Limitations of One-for-One Replacement Recommendations

Relying solely on a “one-for-one” replacement technique has limitations:

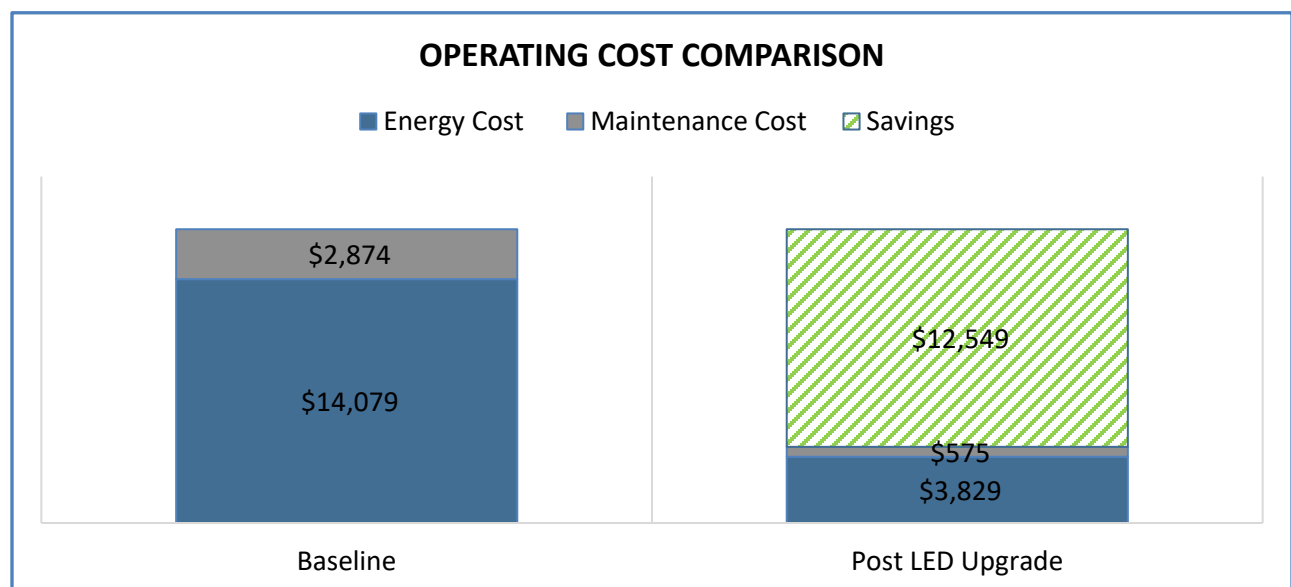
- It is limited to existing inventory records that are often outdated and/or inaccurate
- It can only prescribe the LED replacement wattage according to the wattage that is recorded in the most up to date inventory
- No consideration is made for a proper lighting design and updated for current roadway conditions
- Without lighting designs, over-lit or under-lit streets today will continue to be so, even with LEDs

That is why we undertake a great deal of effort in our GIS mapping and design stages to ensure the right lighting levels for each unique street. Section 4 explains these processes and the many benefits in terms of enhanced energy savings, less glare and wasted light, and greater community acceptance.

2.2. Expected Savings

CURRENT STATUS	BASELINE	POST UPGRADE	VARIANCE	PERCENT
Number of Fixtures	83	83		
Annual Electricity Consumption (kWh)	69,163	19,004	50,160	73%
Annual Electricity Costs	\$14,079	\$3,829	\$10,250	73%
Annual Maintenance Cost (5 yr. avg.) ⁽¹⁾	\$2,874	\$575	\$2,299	80%
Total Street Lights Expenditures	\$16,953	\$4,404	\$12,549	74%
Average Annual Cost per Fixture	\$204	\$53	\$151	74%

(1) Estimated post-upgrade maintenance cost includes only the warranty maintenance cost of the fixtures and photocells.



2.3. Project Financing: Capital Purchase

Design, Upgrade, and Transfer (DUT)

The Capital Purchase, or Design, Upgrade and Transfer (DUT) option provides the same services as in the other options but is self-financed through reserves, levies, or some other local source. In this option, the Municipality provides its own financing, and purchases from RealTerm Energy a fully-designed and upgraded system, with ownership being transferred immediately upon final payment.

Advantages of DUT

- RealTerm Energy delivers a full turn-key program to manage the entire project, including design, procurement, installation and final commissioning
- Easy to administer, no need for third-party involvement unless desired
- Turnkey services greatly minimize staff time over the life of the project
- No creation of debt
- Able to enjoy 100% of the savings from project completion

2.4. Project Costs and Payback Period

PROJECT COSTS	
Number of Fixtures	83
Total Project Cost	\$73,655
Incentive	(\$4,006)
Net Project Costs	\$69,648

Investment Return

The payback period of the project, before including any financing costs is **5.2 years**.

The following table shows an example of financing based on an approximate interest rate of (2.94%) from Infrastructure Ontario:

CAPITAL COST	TERM (YEARS)	INTEREST RATE	ANNUAL PAYMENT	COST OF BORROWING
\$69,648	10	2.94%	\$8,140	\$11,751

Annual Savings over 10-year Period for a 10-year loan period with 2.94% interest rate

Year	1	2	3	4	5	6	7	8	9	10
Annual Savings	\$12,549	\$12,902	\$13,266	\$13,640	\$14,025	\$14,420	\$14,828	\$15,247	\$15,678	\$16,121
Loan Repayment	\$8,140	\$8,140	\$8,140	\$8,140	\$8,140	\$8,140	\$8,140	\$8,140	\$8,140	\$8,140
Cash Flow	\$4,409	\$4,762	\$5,126	\$5,500	\$5,885	\$6,280	\$6,688	\$7,107	\$7,538	\$7,981
Cumulative Cash Flow	\$4,409	\$9,171	\$14,297	\$19,797	\$25,682	\$31,962	\$38,650	\$45,757	\$53,296	\$61,277

2.5. Calculation Assumptions

1. The electricity cost savings were calculated based on Hydro One current rates valid at the date of the preparation of this Proposal. This information can be obtained online on the Ontario Energy Board website¹. The annual energy savings of the new LED streetlighting system were calculated based on the data provided by the Municipality. Any modifications in the data below will change the energy consumption savings and the energy cost savings.
2. The Total project cost includes the following costs:
 - Refusing Each new LED fixture to include a new fuse
 - Fuse Holder Replacement 100% of Inventory to include a new fuse holder
 - Rewiring 15% of Inventory to require rewiring
 - Disposal Included at no additional cost
 - Arm Replacement 2% of the davit arms
3. The total project cost does not include any of the following costs:
 - Modification of fixture mounting
 - Relocation of fixture
 - The replacement of the fixtures near high voltage situations or located in the restricted zone
4. Electricity rates reflect the wholesale electricity price. The variations of the wholesale electricity prices are reflected by the Monthly Average Hourly Price and the Global Adjustment. In our calculation for Monthly Average Hourly Price, we used \$0.02431/kWh and for Global Adjustment we used \$0.09347/kWh. These prices reflect the average prices over the last 12 months. The current and the historic Monthly Average Hourly Prices and Global adjustment prices are available on the IESO website².
5. Specified LED fixtures have a 10-year warranty and include a Long Life Photo control with a 12-year warranty. Specified LED fixtures come with Dimmable Drivers and 7-pin NEMA Photocell Receptacle.
6. HST is not included in our calculations.

¹ Ontario Energy Board. Electricity Distribution Rate Applications. Retrieved from <http://www.ontarioenergyboard.ca/OEB/Industry/Regulatory+Proceedings/Applications+Before+the+Board/Electricity+Distribution+Rates>

² Independent Electricity System Operator. Price Overview - Monthly Average Hourly Prices, By Year. Retrieved from <http://www.ieso.ca/Pages/Power-Data/price.aspx>

2.6. Opportunity Cost

Postponing the decision to buy something today is sometimes rewarded by a lower price tomorrow.

Postponing your streetlight conversion doesn't just mean waiting, it also means continuing to operate the existing inefficient system and missing out on material energy and maintenance savings while waiting for the prices to drop. In other words, if you're waiting, you're wasting energy and money.

Energy experts and our LED production partners have determined that the big gains that have been realized in LED manufacturing, and that the major price reductions or efficiency advances that we've seen in the past 5 years aren't likely to be seen again.

The table below represents a ten percent (10%) reduction in the price of the LED fixtures over the next year.

OPPORTUNITY COST	
Foregone Energy/Maintenance Savings (1 Year)	\$12,549
LED Luminaire Cost (today)	\$34,846
Projected Price Reduction (10%)	\$3,485
Opportunity Cost of Waiting (12 months)	\$9,064

Postponing a decision to upgrade costs the Municipality each year in foregone savings and wasted money spent on maintaining an inefficient and costly system.

2.7. Greenhouse Gas Reduction

ESTIMATED GREEN HOUSE GAS REDUCTION	
Current Annual Energy Consumption (kWh)	69,163
Projected LED Annual Energy Consumption (kWh)	19,004
Annual kWh Savings	50,160
Estimated Annual GHG Reduction (metric tonnes)	2
GHG Reduction over Luminaire Life of 100,000 hours (metric tonnes)	50

3. APPROACH

RealTerm Energy uses a proven six-step turn-key approach to achieve the most efficient LED conversion with the highest degree of energy savings and the greatest assurance of safe light levels. We tailor our work to the context and needs of Temagami, relying on the input of your knowledgeable staff.



1. GIS Inventory	2. Photometric Design	3. Investment Grade Audit Report
<ul style="list-style-type: none"> Conduct comprehensive geospatial streetlight inventory Identify any discrepancies in previous streetlight inventory Develop base for an interactive, geospatial streetlight map 	<ul style="list-style-type: none"> Create photometric designs based on updated streetlight inventory and selected LED luminaires Maximize energy savings and roadway / pedestrian safety 	<ul style="list-style-type: none"> Complete analysis of your current streetlight infrastructure's performance Comparison of the Municipality 's current energy consumption with the post-conversion LED system



4. Fixture Procurement	5. Fixture Installation	6. Project Close-Out
<ul style="list-style-type: none"> RTE has secured competitive pricing through the program with LAS from Cree Canada Complete all administrative and logistical tasks relating to the procurement of the fixtures 	<ul style="list-style-type: none"> Complete installation of new LED street lights Real-time installation tracking Recycling / disposal of old fixtures Community outreach 	<ul style="list-style-type: none"> Transfer of commissioning binder Finalize incentive and/or rebate application(s) Assist with billing changes Transfer of finalized geospatial streetlight map

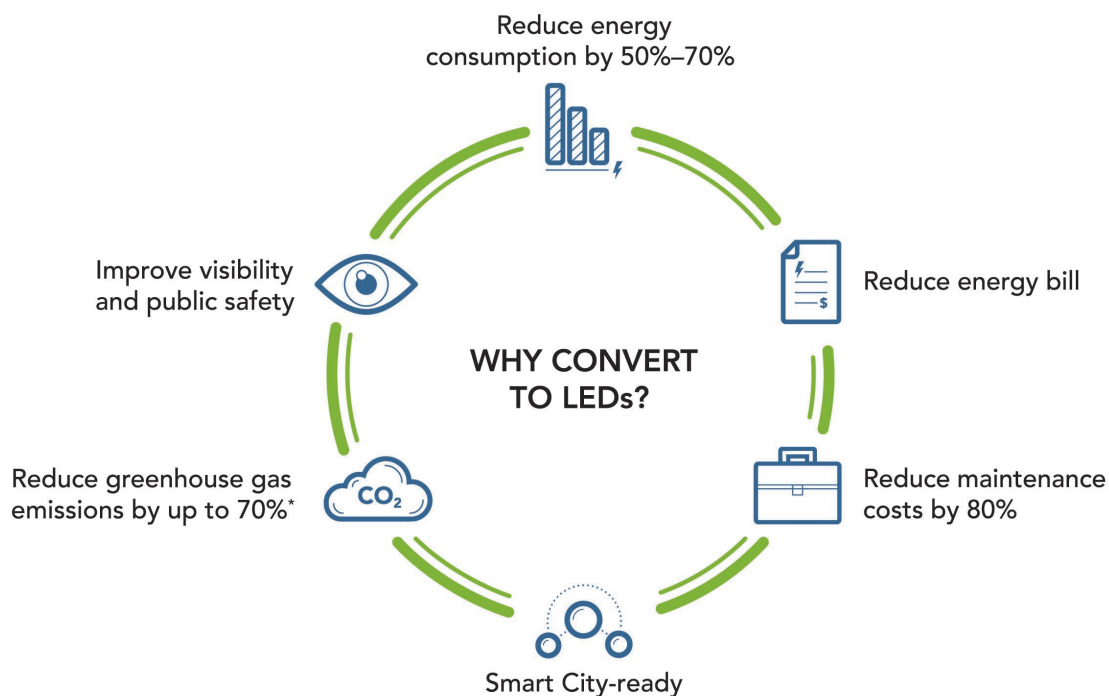
Project Management Experience

RealTerm Energy's conversion projects have ranged from 13 fixtures to over 12,000 fixtures in urban, suburban and rural municipalities. Our project management team has demonstrated its ability to effectively manage and complete numerous turn-key LED conversion projects simultaneously for multiple municipalities in wide-spread locations. We adapt our approach according to each municipalities' unique needs and streetlight infrastructure requirements. During a recent quarter, our project management team was overseeing 64 installation subcontractors on 35 separate projects. All projects were completed on time and within budget.

Single Point of Contact (SPOC) Management

We will assign a project manager as the single point of contact for the duration of the project. This enhances overall efficiency and increases project transparency. Our team recommends that the Municipality also assign a SPOC as this will provide a clear management structure to communicate all project information.

RealTerm Energy Can Help You:



3.1. GIS Inventory Survey

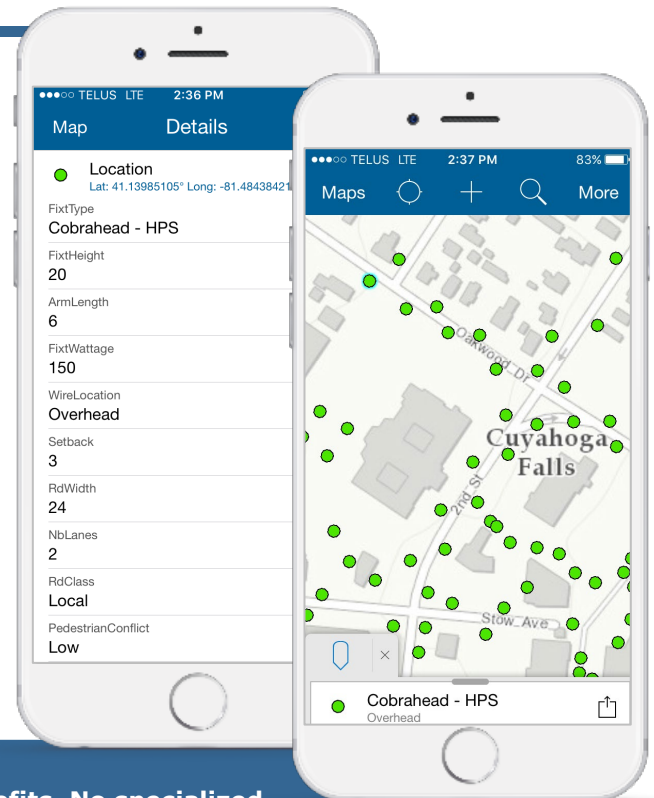
The GIS inventory is a critical component of our approach. Our project team collects all the baseline geospatial streetlight data required to develop a comprehensive photometric design plan of your new LED street lighting network. Your staff will find that asset management is now easy. They will be able to identify each individual light in the system and view its history and characteristics.



RealTerm Energy uses a customized ESRI application to capture and record detailed streetlight data and measurements.

The GIS-based application records and verifies the following characteristics:

- Exact pole location (longitude, latitude)
- Unique ID number (when present)
- Offset/setback of pole
- Pole material (steel, aluminum, wood)
- Decorative data (pole color, photocell)
- Arm length
- Fixture type, wattage and mounting height
- Connection/wire location (overhead or ground)
- Road width, classification and traffic lanes
- Pedestrian conflict
- Problems (tree trimming, high reach, wiring etc.)



Our mobile street lighting app offers significant benefits. No specialized equipment or expensive software licenses are required for the Town's authorized users to access the survey data online and all data can be easily exported to MS-Excel.

Access the link below to view a work product sample of RealTerm Energy's street light map:

[LINK TO SAMPLE INVENTORY MAP](#)

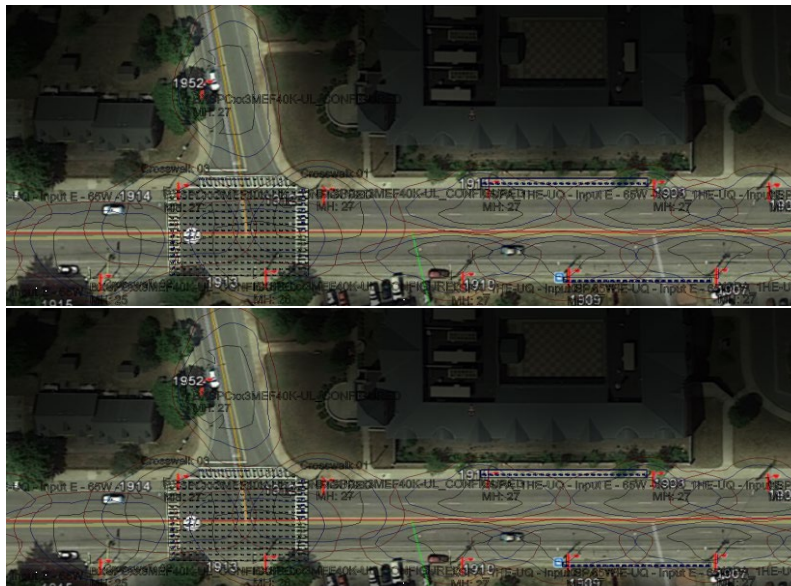
3.2. Photometric Design

RealTerm Energy's in-house design team uses GIS-based inventory data to create photometric design plans that optimize lighting quality, safety levels and energy savings.



- All designs follow the RP-8-2014 Roadway Lighting recommendation produced by the IES when possible.
- Each design reduces back-light and up-light while delivering the required light to the targeted area.
- Light trespass and Dark Sky considerations are incorporated to avoid light pollution.

Our team delivers the most efficient design methodology to achieve standardized designs that meet the RP-8-2014 guidelines wherever possible, thereby reducing the number of over- or under-lit roadways. Concerns specific to the Municipality will be addressed by the design team (such as adding or reducing light levels where desired by the Municipality). Unique regional characteristics such as neighborhoods, schools, hospitals and areas with higher levels of street crime, accidents and/or vehicle-bicycle-pedestrian conflicts, are included.



"Many municipalities seemed to be going with a one-for-one replacement. We liked the GIS mapping, and the design process brought additional value to the project."

Barry Thompson, Manager of Energy Management, City of Barrie, ON

Figure 1: The sample graphic above is a digital rendering of RealTerm's photometric calculations, taking into account the GIS inventory survey data and the lighting recommendations for the given street, intersection, sidewalks and pedestrian crosswalks.

3.3. Investment Grade Audit Report

RealTerm will produce an Investment Grade Audit (IGA) Report based on this detailed photometric design of your new LED street lighting system. The IGA will provide the Municipality with 1) a complete analysis of your current streetlight infrastructure's performance and 2) a comparison of the status quo energy consumption with the post-conversion LED system, using highly accurate data from the custom photometric designs.



This bankable report is based on precise, fixture-by-fixture inventory and design, and provides the optimal fixture types, wattages, light distributions and quantities for approval by the Municipality and for procurement.

3.4. Product Procurement

The RealTerm Energy team has directly handled the procurement of approximately 150,000 streetlight fixtures in the last 3 years working with the major LED streetlight manufacturers. For the Municipality, we will take advantage of the results of LAS's arrangements with Cree Canada for the luminaires.



Municipalities we've worked with know that we will only design LED streetlight systems using products from reputable manufacturers. These manufacturers must be financially solid, certified, proven and supply the highest quality luminaires accompanied by appropriate warranties. Various fixture characteristics are reviewed during the selection process such as color temperature, color rendition index, distribution pattern, efficacy, etc., and the impacts of each. We also run a lifecycle cost and saving analysis on product offerings.

3.5. Installation

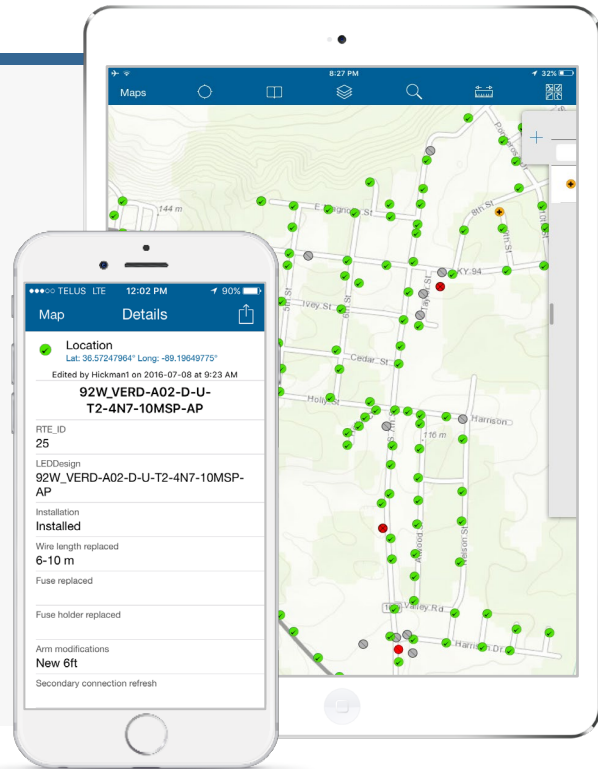


Oversight of Installation

Our project manager and field installation supervisor outline installation protocol and provide all necessary training for each team of installers. This ensures that all work is done to the highest standards and is fully documented. Procedures are worked out in advance to ensure a safe working environment and to establish guidelines for handling exceptions and reporting problems.

All installation personnel will use RealTerm Energy's customized GIS streetlight app, which builds on the GIS survey and design data. Use of this app is extremely important as it tells the installation crew what LED luminaire to install at each individual location and confirms what has been installed and removed. Team members and any municipal stakeholders can review project progress in real-time.

The installation team can also use the app to view and/or record any streetlight infrastructure that requires a return trip for unexpected repairs and/or new wiring.



Installation Protocols

We have established highly efficient installation protocols that are aimed at:

- Minimizing disruption to traffic, pedestrians and residents
- Minimizing the installation timeline
- Maximizing safety standards
- Maximizing installation hours

We Think Local

Our goal is to identify and contract with qualified local electrical contractors for the conversion of your streetlights. We train them in best practices and the use of the latest technology. This technology allows them to know exactly which streetlight to install in each location, and provides detailed documentation to the Municipality that the correct equipment was installed.

Media and Community Outreach

Our team has established a strong communication protocol that provides the Municipality with all information relating to the project and to ensure it is easily understood and quickly made available.

Quality Control and Spot-Checks

Quality control verifications are initiated as soon as the installation begins, to verify that all standards are being met. We ensure that fixtures are mounted level, that all connections are secure, and that proper safety equipment is in place both for the workers as well as the site. We remain in constant communication with the Municipality 's staff and respond to any issues raised by community members throughout the installation process.

Billing Changes

The tremendous benefit of your energy savings won't be realized until the energy bills from your utility are adjusted to reflect the new lower kW consumption of the new LED street lights. Revised billing usually begins the very next billing cycle after installation is completed. Our proven experience with over 40 utilities to date reveals that billing changes have never been refused nor delayed due to our accurate data and efficient procedures.

Environmental Management Plan (EMP)

RealTerm Energy will develop an Environmental Management Plan (EMP) together with the installation contractors to respect the requirements for the identifying, handling, storing, and shipping of fixtures, and of the hazardous materials resulting from the removal and recycling of the existing luminaires. The Municipality will be provided recycling certificates for all former fixtures and our team will maintain organized disposal records for reference as needed.

3.6. Closeout

RealTerm Energy transfers a Commissioning Binder (on paper and on a USB key) to the Municipality upon project completion. This ensures that you and your team have all the necessary and complete information going forward. This will include but is not limited to:



Closing and Contractor letters	Disposal approvals
Luminaire and photocell warranties	Lighting designs
Cost outline	Customer Care information
All collected metadata on the street lights and their LED replacements	Final installed mapping (ESRI, KMZ and Excel Spreadsheet Format)
Insurance	Emergency contact details of our key staff
Final incentive and/or rebate application documentation	Billing change confirmation from the utility

4. CONCLUSION AND NEXT STEPS

We are available to meet with the municipal staff either in person or by video conference to review this proposal, to answer any questions you may have, and gain a more thorough understanding of your lighting needs and objectives.

The next steps to start the implementation of this new technology and start seeing energy and maintenance savings are as follows:

1. **Recommendation from Staff to Council to Proceed** (RealTerm Energy personnel are available to make a presentation to Council on the contents of this proposal)
2. Letter of Engagement (LOE)
3. RealTerm Energy commences our Investment Grade Audit of your Streetlight network
4. Data Collection (GIS/GPS mapping and physical parameters)
5. Review of Energy and Maintenance Records
6. Photometric Analysis and Detailed Lighting Designs
7. Final Fixture Selection
8. Economic Models and Savings Forecasts
9. Preparation of Project Financing
10. Final Costing and Timetable for Completion
11. Presentation of Findings to Staff/Council
12. Approval by Council (if required)

5. COMPANY PROFILE

5.1. RealTerm Energy

RealTerm Energy is an international leader in providing energy-efficient turnkey LED street lighting conversions for cities. Over 230 municipalities have selected RealTerm Energy for such projects over the past five years.

Our group of over 40+ full-time employees is dedicated exclusively to designing and executing high-quality and cost-effective LED street light conversions for municipalities and utilities across North America.

The compliment of this in-house team includes a:

- GIS department
- Design department
- Estimation and energy efficiency department
- Project management department
- Client services department
- Financing and accounting department, and
- Research department

Municipalities we've worked with quickly recognize that RealTerm Energy lives and breathes its business. Our team's innovative technical and operational processes ensure we accomplish what we set out to do – in short, what we promise at the onset of a project. This approach results in municipalities finding we are tenacious when it comes to making things right.

Realterm (Parent Company)

Realterm is a privately-held international on-airport real estate operator and leader in infrastructure and logistics strategies, with installations in North America, Europe, and Asia. Since its inception in 1991, Realterm has grown steadily, currently managing over \$3 billion in assets.

"The LED streetlight conversion project went very smoothly. RealTerm Energy developed an installation protocol that allowed them to work rapidly, while doing the job right. The RealTerm team converted 10,622 High Pressure Sodium lights to LED in three months (57 working days). We had very few complaints on any aspect of the project, especially considering this change impacted virtually every resident in Barrie."

Barry Thompson, Manager of
Energy Management
City of Barrie, ON

5.2. Company Mission

RealTerm Energy's mission is to save energy we can't afford to waste. This means delivering best-in-class technological, financial and managerial solutions for efficient energy-related projects communities to reduce energy costs, improve the quality of life of citizens, and protect the environment.

5.3. Partnership with LAS

Local Authority Services (LAS), the not-for-profit service arm of the Association of Municipalities of Ontario (AMO), is a preferred provider of competitively-priced and sustainable business services for Ontario municipalities and the broader public sector. LAS helps its customers "save money, make money, and build capacity."

LAS selected Cree Canada to be its manufacturing partner after an exhaustive RFP process in the fall of 2014. LAS identified both RealTerm and Cree as offering the best value and the highest quality of services available to offer its members an alternative to engaging in a lengthy and expensive RFP process.

More than 170 Ontario municipalities have chosen the LAS/RealTerm Energy/Cree partnership to upgrade their streetlight networks. For more information, contact Jeff Barten, Energy and Asset Services Manager, Local Authority Services.

5.4. Other Partnerships

RealTerm Energy has also been selected as a preferred provider of LED street lighting services for the Connecticut Conference of Municipalities (CCM), the Metropolitan Area Planning Commission (MAPC) of Massachusetts, and the Ohio Municipal League (OML).



WORLD BANK GROUP

Proud to be recognized by the World Bank.

RealTerm Energy's "remarkable" partnership in the joint-procurement model developed with LAS and the Association of Municipalities of Ontario has been recognized by the World Bank as being among the most efficient and successful delivery models in the world.

The World Bank Group estimates that 20% of global electricity is consumed by lighting and it projects that widespread adoption of LED lighting can reduce that to 7%. We are proud to join the World Bank's efforts to increase energy efficiency and lower greenhouse gas emissions as we continue to expand to new jurisdictions. Access our homepage to view the complete case study:

<http://www.realtermenergy.com/>

APPENDIX A: LUMINAIRE SPEC SHEETS

Please refer to the zip file attached in our email to access the Luminaire Specification Sheets.

DISCLAIMER

This Proposal is confidential and is being provided to the Municipality of Temagami for the sole purpose of demonstrating project scenarios for the Municipality to consider regarding the design and upgrade of its street lighting network to LED technology. The Proposal, including evaluating any possible shared energy savings partnership, is not to be used for any other purpose or made available to any other party without the prior written consent of RealTerm Energy.

This Proposal contains select information about the Project and the LED Street Lighting market, but does not contain all the necessary information to evaluate the exact cost and energy savings potential of the Project. The financial projections contained herein are for general reference only and are based on assumptions relating to overall market dynamics, historical data and project-specific preliminary information pertaining, but not limited to: ownership, inventory breakdown and operating costs. Accordingly, actual results may vary from our preliminary projections and can only be confirmed following a GPS mapping and data collection of all streetlight assets and further analysis during the development of an Investment Grade Audit (IGA) Report. In addition, any changes to the scope of work established within the preliminary analysis will impact the cost and savings projections.

While the information contained in this Proposal and any other Evaluation Material is believed to be reliable, RealTerm Energy cannot guarantee its accuracy or completeness. Prospective clients or other parties authorized by the prospective client are to use such material solely to facilitate the prospective client's investigation and are advised to make their own independent investigations, projections and conclusions regarding the financials and savings potential of the Project without reliance on this Proposal or any other Evaluation Material. Although additional Evaluation Material, which may include engineering, system design or other reports, may be provided to qualified parties as the evaluation period proceeds, prospective clients should seek advice from their own attorneys, accountants, engineers and street lighting experts as deemed appropriate.

RealTerm Energy expressly reserves the right, at its sole discretion, to reject any offer to partner or to terminate any negotiations with any party at any time upon written notice to the client. RealTerm Energy shall have no legal commitments or obligations to any prospective client unless and until a written term sheet has been fully executed, delivered and approved by RealTerm Energy.

This Proposal is the property of RealTerm Energy and may be used only by parties approved by RealTerm Energy.

TRS Series

Unsurpassed Features for Ultra Long Life



Unsurpassed construction, electrical, process, and environmental protections make the TRS Series the highest grade twistlock photocontrol on the market today. No aspect of design was overlooked, thus eliminating any potential weak point. It is designed to exceed the life expectancy of LED and Induction lights. The TRS is the best value photocontrol available.

Electrical

<u>Model Numbers:</u> <u>Operating Voltage Range</u>	TRS-1: 105-130 VAC, 50/60 Hz - Nominal Voltage 120V TRS-2: 105-305 VAC, 50/60 Hz - Nominal Voltage 120/208/240/277V TRS-1-FO: 105-130 VAC, 50/60 Hz - Nominal Voltage 120V Fail OFF TRS-2-FO: 105-305 VAC, 50/60 Hz - Nominal Voltage 120/208/240/277V Fail Off	
<u>Load Rating</u>	1,000W/1,800 VA	15 Amp relay tested to 15,000 operations at 1,000 watts. AIR GAP load break has no voltage leakage
<u>Operating Temperature</u>	-40°C to +70°C	(-40°F to +158°)
<u>Surge Protection:</u>	40,000 Amps	640 Joule
<u>Power Consumption</u>	<0.5 Watts	@ 120 V
<u>Dielectric Strength</u>	5,000 Volts	Between current carrying parts

Mechanical

<u>Photocell</u>	Silicon Sensor in Glass and Metal Hermetic Enclosure	MIL STD202D, Method 112A Test Condition B
<u>Printed Circuit Board</u>	Glass Epoxy, Ionic Cleaning and Decontamination, Conformal Coated	MIL-1-24768/2/27-GEE, GEF MIL-PRF-55110F MIL-I-46058C
<u>Cover & Window</u>	Black Xenoy by Sabic	No. X5600WX-Series
<u>Base</u>	Polycarbonate 140°C	UL94HB Flame Class Rating
<u>Gasket</u>	Neoprene	ASTM D 1056
<u>Operating Light Levels</u>	Turn-on: 1.5 FC, 1.5:1 Off/On Ratio	+/- .25 FC, 3-5 Sec Turn-off Delay

XSP Series

XSPSM LED Street/Area Luminaire - Small

Product Description

In addition to a low initial cost, the XSPSM LED Street/Area luminaire maintains the familiar look of the traditional cobrahead design and delivers substantial energy savings while reducing maintenance time and costs. The hassle-free design of the XSP small luminaire includes tool-less entry and +/- 5° fixture leveling for easy installation. Our NanoOptic® Precision Delivery Grid™ optic achieves better optical control than traditional street and area lighting fixtures and efficiently delivers white uniform light for safer-feeling communities.

Applications: Residential roads, collector roads, parking lots, and general area spaces

Performance Summary

NanoOptic® Precision Delivery Grid™ optic

Assembled in the U.S.A. of U.S. and imported parts

Initial Delivered Lumens: Up to 7,825

Efficacy: Up to 113 LPW

CRI: Minimum 70 CRI

CCT: 2700K, 3000K, 4000K, 5000K, 5700K

Limited Warranty*: 10 years on luminaire/10 years on Colorfast DeltaGuard® finish

* See <http://lighting.cree.com/warranty> for warranty terms

Accessories

Field-Installed
Backlight Control Shield XA-SPR3BLS - Provides 1 mounting height cutoff - Polycarbonate construction - Refer to initial delivered lumen tables for lumen output

Ordering Information

Example: XSPSM-D-HT-2LG-5L-27K7-UL-SV-N

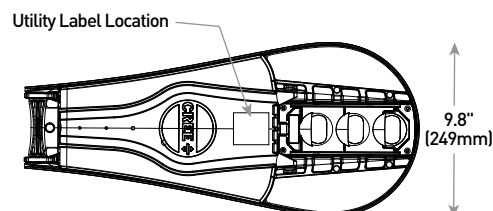
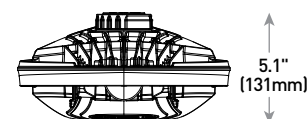
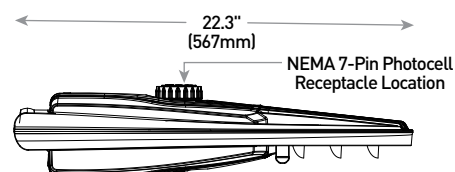
XSPSM	D	HT					SV	N	
Product	Version	Mounting	Optic	Lumen Package**	CCT/CRI	Voltage	Color Options	Utility Label/Receptacle	Options
XSPSM	D	HT Horizontal Tenon	Asymmetric 2LG* Type II Long 2ME* Type II Medium 3ME* Type III Medium 4ME* Type IV Medium	5L 5,000 Lumens 8L 8,000 Lumens	27K7 2700K, 70 CRI 30K7 3000K, 70 CRI 40K7 4000K, 70 CRI 50K7 5000K, 70 CRI 57K7 5700K, 70 CRI	UL Universal 120-277V UH Universal 347-480V	SV Silver	N Utility Label and NEMA® 7-Pin Photocell Receptacle - External wattage label per ANSI C136.15 - 7-pin receptacle per ANSI C136.41 - Factory connected 0-10V dim leads - Photocell or shorting cap by others	Q9/Q8/Q7/Q6/Q5/Q4/Q3/Q2/Q1 Field Adjustable Output - Must select Q9, Q8, Q7, Q6, Q5, Q4, Q3, Q2, or Q1 - Offers full range lumen adjustability - Includes wattage label for setting selected - Refer to pages 8 & 9 for power and lumen values - Luminaire may also be dimmed through 7-Pin receptacle with use of dimming control by others X8/X7/X6/X5/X4/X3/X2/X1 Locked Lumen Output - Must select X8, X7, X6, X5, X4, X3, X2, or X1 - Lumen output is permanently locked to the setting selected - Includes wattage label for setting selected - Refer to pages 8 & 9 for power and lumen values - Dimming is only available through 7-Pin receptacle with use of dimming control by others

* Available with Backlight Shield when ordered with field-installed accessory (see table above)

** Lumen Package codes identify approximate light output only. Actual lumen output levels may vary depending on CCT and optic selection. Refer to Initial Delivered Lumen tables for specific lumen values



8L Luminaire Shown



Lumen Packages	Weight
5L	9.0 lbs. (4.1kg)
8L	9.2 lbs. (4.2kg)



Rev. Date: V1 01/23/2019

US: lighting.cree.com

T (800) 236-6800 F (262) 504-5415

Canada: www.cree.com/canada



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Product Specifications

CONSTRUCTION & MATERIALS

- Die cast aluminum housing w/UV stabilized polymeric door for long weathering and reliability
- Tool-less entry
- Mounts on 1.25" [32mm] IP, 1.66" [42mm] O.D. or 2" [51mm] IP, 2.375" [60mm] O.D. horizontal tenon (minimum 8" [203mm] in length) and is adjustable +/- 5° to allow for fixture leveling (includes two axis T-level to aid in leveling)
- Luminaire secures with two 410 stainless steel mounting bolts
- Exclusive Colorfast DeltaGuard® finish features an E-Coat epoxy primer with an ultra-durable silver powder topcoat, providing excellent resistance to corrosion, ultraviolet degradation and abrasion
- Weight:** 5L: 9.0 lbs. [4.1kg]; 8L: 9.2 lbs. [4.2kg]

ELECTRICAL SYSTEM

- Input Voltage:** 120-277V or 347-480V, 50/60Hz
- Power Factor:** > 0.9 at full load
- Total Harmonic Distortion:** < 20% at full load
- Integral 10kV surge suppression protection standard
- When code dictates fusing, a slow blow fuse or type C/D breaker should be used to address inrush
- Designed with 0-10V dimming capabilities. Controls by others
- 10V Source Current:** 0.15mA
- Operating Temperature Range:** -40°C - +40°C [-40°F - +104°F]

REGULATORY & VOLUNTARY QUALIFICATIONS

- cULus Listed
- Suitable for wet locations
- Certified to ANSI C136.31-2001, 3G bridge and overpass vibration standards
- Meets CALTrans 611 Vibration testing
- 10kV surge suppression protection tested in accordance with IEEE/ANSI C62.41.2
- Meets FCC Part 15, Subpart B, Class A standards for conducted and radiated emissions
- Luminaire and finish endurance tested to withstand 5,000 hours of elevated ambient salt fog conditions as defined in ASTM Standard B 117
- Meets Buy American requirements within ARRA
- RoHS compliant. Consult factory for additional details
- Dark Sky Friendly, IDA Approved when ordered with 27K7 or 30K7 CCTs. Please refer to <http://darksky.org/fsa/fsa-products/> for most current information
- DLC and DLC Premium qualified versions available. Please refer to <https://www.designlights.org/search/> for most current information

Electrical Data*										
Lumen Package	Optics	CCT/ CRI	System Watts 120-480V	Utility Label Wattage	Total Current (A)					
					120V	208V	240V	277V	347V	480V
5L	All	All	47	50	0.40	0.23	0.20	0.17	0.14	0.10
8L	All	All	69	70	0.58	0.34	0.29	0.26	0.20	0.15

* Electrical data at 25°C (77°F). Actual wattage may differ by +/- 10% when operating between 120-277V or 347-480V +/- 10%.

XSPSM Series Ambient Adjusted Lumen Maintenance¹

Ambient	Initial LMF	25K hr Projected ² LMF	50K hr Projected ² LMF	75K hr Calculated ³ LMF	100K hr Calculated ³ LMF
5°C (41°F)	1.03	1.03	1.03	1.03	1.03
10°C (50°F)	1.03	1.03	1.03	1.03	1.03
15°C (59°F)	1.02	1.02	1.02	1.02	1.02
20°C (68°F)	1.01	1.01	1.01	1.01	1.01
25°C (77°F)	1.00	1.00	1.00	1.00	1.00

¹ Lumen maintenance values at 25°C (77°F) are calculated per TM-21 based on LM-80 data and in-situ luminaire testing. Luminaire ambient temperature factors (LATF) have been applied to all lumen maintenance factors. Please refer to the [Temperature Zone Reference Document](#) for outdoor average nighttime ambient conditions

² In accordance with IESNA TM-21-11, Projected Values represent interpolated value based on time durations that are within six times (6X) the IESNA LM-80-08 total test duration (in hours) for the device under testing ([DUT] i.e. the packaged LED chip)

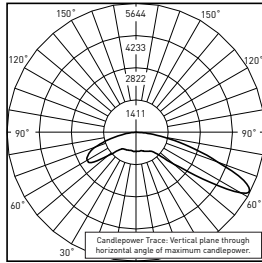
³ In accordance with IESNA TM-21-11, Calculated Values represent time durations that exceed six times (6X) the IESNA LM-80-08 total test duration (in hours) for the device under testing ([DUT] i.e. the packaged LED chip)

XSPSM LED Street/Area Luminaire - Small

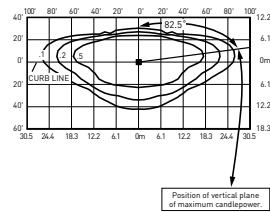
Photometry

All published luminaire photometric testing performed to IESNA LM-79-08 standards by a NVLAP accredited laboratory. To obtain an IES file specific to your project consult: <http://lighting.cree.com/products/outdoor/street-and-roadway/xsp-series>

2LG



RESTL Test Report #: PL12486-001B
XSPSM-D**-2LG-5L-40K7-UL-SV-N
Initial Delivered Lumens: 5,168

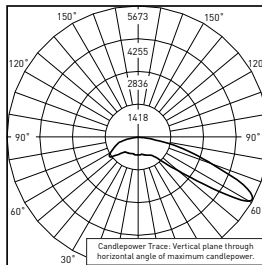


XSPSM-D**-2LG-5L-40K7-UL-SV-N
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 5,200
Initial FC at grade

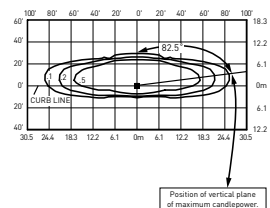
Type II Long Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	4,930	B2 U0 G2	5,075	B2 U0 G2	5,200	B2 U0 G2	5,225	B2 U0 G2	5,225	B2 U0 G2
8L	7,375	B2 U0 G2	7,575	B2 U0 G2	7,775	B2 U0 G2	7,825	B2 U0 G2	7,825	B2 U0 G2

* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>



RESTL Test Report #: PL12762-001B
XSPSM-D**-2LG-5L-40K7-UL-SV-N
w/XA-SPR3BLS
Initial Delivered Lumens: 3,651



XSPSM-D**-2LG-5L-40K7-UL-SV-N
w/XA-SPR3BLS
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 3,690
Initial FC at grade

Type II Long w/BLS Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	3,500	B1 U0 G1	3,600	B1 U0 G1	3,690	B1 U0 G1	3,710	B1 U0 G1	3,710	B1 U0 G1
8L	5,225	B1 U0 G1	5,375	B1 U0 G1	5,525	B1 U0 G1	5,550	B1 U0 G1	5,550	B1 U0 G1

* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

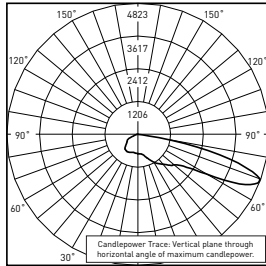
** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>



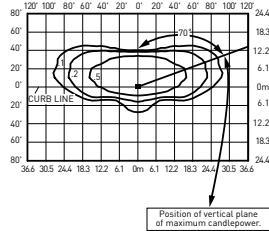
Photometry

All published luminaire photometric testing performed to IESNA LM-79-08 standards by a NVLAP accredited laboratory. To obtain an IES file specific to your project consult: <http://lighting.cree.com/products/outdoor/street-and-roadway/xsp-series>

2ME



RESTL Test Report #: PL12483-001B
XSPSM-D-**-2ME-5L-40K7-UL-SV-N
Initial Delivered Lumens: 5,221

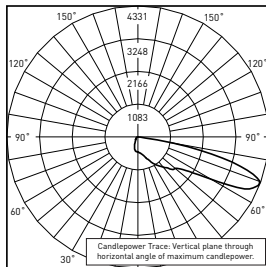


XSPSM-D--2ME-5L-40K7-UL-SV-N**
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 5,200
Initial FC at grade

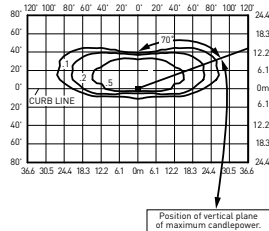
Type II Medium Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	4,930	B1 U0 G1	5,075	B1 U0 G1	5,200	B1 U0 G1	5,225	B1 U0 G1	5,225	B1 U0 G1
8L	7,375	B1 U0 G2	7,575	B1 U0 G2	7,775	B2 U0 G2	7,825	B2 U0 G2	7,825	B2 U0 G2

* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>



RESTL Test Report #: PL12759-001B
XSPSM-D-**-2ME-5L-40K7-UL-SV-N
w/XA-SPR3BLS
Initial Delivered Lumens: 4,193



XSPSM-D--2ME-5L-40K7-UL-SV-N**
w/XA-SPR3BLS
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 4,160
Initial FC at grade

Type II Medium w/BLS Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	3,940	B0 U0 G1	4,060	B0 U0 G1	4,160	B0 U0 G1	4,180	B0 U0 G1	4,180	B0 U0 G1
8L	5,900	B1 U0 G2	6,050	B1 U0 G2	6,225	B1 U0 G2	6,250	B1 U0 G2	6,250	B1 U0 G2

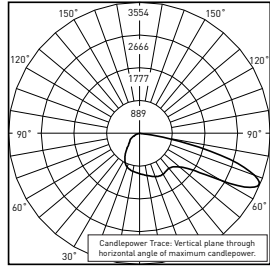
* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>

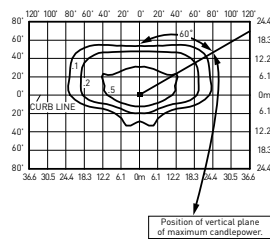
Photometry

All published luminaire photometric testing performed to IESNA LM-79-08 standards by a NVLAP accredited laboratory. To obtain an IES file specific to your project consult: <http://lighting.cree.com/products/outdoor/street-and-roadway/xsp-series>

3ME



RESTL Test Report #: PL12484-001B
XSPSM-D-**-3ME-5L-40K7-UL-SV-N
Initial Delivered Lumens: 5,145

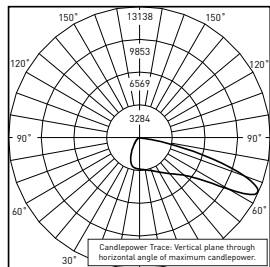


XSPSM-D-**-3ME-5L-40K7-UL-SV-N
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 5,200
Initial FC at grade

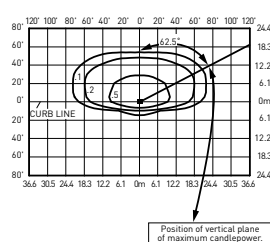
Type III Medium Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	4,930	B1 U0 G1	5,075	B1 U0 G1	5,200	B1 U0 G1	5,225	B1 U0 G1	5,225	B1 U0 G1
8L	7,375	B2 U0 G2	7,575	B2 U0 G2	7,775	B2 U0 G2	7,825	B2 U0 G2	7,825	B2 U0 G2

* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>



RESTL Test Report #: PL12765-002B
XSPSM-D-**-3ME-24L-40K7-UL-SV-N
w/XA-SP2BLS
Initial Delivered Lumens: 16,503



XSPSM-D-**-3ME-24L-40K7-UL-SV-N
w/XA-SP2BLS
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 3,690
Initial FC at grade

Type III Medium w/BLS Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	3,500	B1 U0 G1	3,600	B1 U0 G1	3,690	B1 U0 G1	3,710	B1 U0 G1	3,710	B1 U0 G1
8L	5,225	B1 U0 G2	5,375	B1 U0 G2	5,525	B1 U0 G2	5,550	B1 U0 G2	5,550	B1 U0 G2

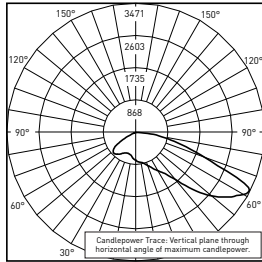
* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>

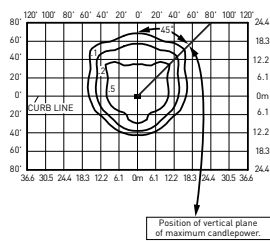
Photometry

All published luminaire photometric testing performed to IESNA LM-79-08 standards by a NVLAP accredited laboratory. To obtain an IES file specific to your project consult: <http://lighting.cree.com/products/outdoor/street-and-roadway/xsp-series>

4ME



RESTL Test Report #: PL12485-001B
XSPSM-D-**-4ME-5L-40K7-UL-SV-N
Initial Delivered Lumens: 5,256

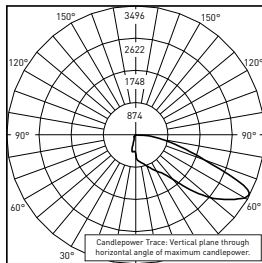


XSPSM-D-**-4ME-5L-40K7-UL-SV-N
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 5,200
Initial FC at grade

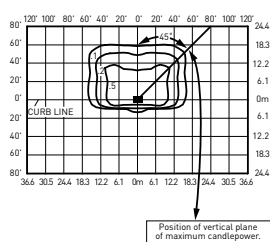
Type IV Medium Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	4,930	B2 U0 G1	5,075	B2 U0 G1	5,200	B2 U0 G1	5,225	B2 U0 G1	5,225	B2 U0 G1
8L	7,375	B2 U0 G2	7,575	B2 U0 G2	7,775	B2 U0 G2	7,825	B2 U0 G2	7,825	B2 U0 G2

* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>



RESTL Test Report #: PL12761-001B
XSPSM-D-**-4ME-5L-40K7-UL-SV-N
w/XA-SPR3BLS
Initial Delivered Lumens: 3,899








XSPSM-D-**-4ME-5L-40K7-UL-SV-N
w/XA-SPR3BLS
Mounting Height: 25' (7.6m) A.F.G.
Initial Delivered Lumens: 3,850
Initial FC at grade

Type IV Medium w/BLS Distribution										
Lumen Package	2700K		3000K		4000K		5000K		5700K	
	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11	Initial Delivered Lumens*	BUG Ratings** Per TM-15-11
5L	3,650	B1 U0 G1	3,760	B1 U0 G1	3,850	B1 U0 G1	3,870	B1 U0 G1	3,870	B1 U0 G1
8L	5,450	B1 U0 G2	5,600	B1 U0 G2	5,750	B1 U0 G2	5,800	B1 U0 G2	5,800	B1 U0 G2

* Initial delivered lumens at 25°C (77°F). Actual production yield may vary between -10 and +10% of initial delivered lumens

** For more information on the IES BUG (Backlight-Uplight-Glare) Rating visit: <https://www.ies.org/wp-content/uploads/2017/03/TM-15-11BUGRatingsAddendum.pdf>

Luminaire EPA

Horizontal Tenon Mount – Weight: 5L: 9.0 lbs. (4.1kg); 8L: 9.2 lbs. (4.2kg)				
Single	2 @ 90°	2 @ 180°	3 @ 90°	4 @ 90°
Tenon Configuration If used with Cree tenons, please add tenon EPA with luminaire EPA				
				
PD-1H4; PT-1H	PD-2H4(90); PT-2H(90)	PD-2H4(180); PT-2H(180)	PD-3H4(90); PT-3H(90)	PD-4H4(90); PT-4H(90)
0.57	0.85	1.14	1.42	1.56

Tenon EPA

Part Number	EPA
PD Series Tenons	0.09
PT Series Tenons	0.10
WM-2L	0.13
XA-TMDA8	0.19

Tenons and Brackets* (must specify color)	
Square Internal Mount Horizontal Tenons (Aluminum) - Mounts to 4" (102mm) square aluminum or steel poles PD-1H4 – Single PD-3H4(90) – 90° Triple PD-2H4(90) – 90° Twin PD-4H4(90) – 90° Quad PD-2H4(180) – 180° Twin	Round External Mount Horizontal Tenons (Aluminum) - Mounts to 2.375"-3" (60-76mm) O.D. round aluminum or steel poles or tenons - Mounts to 3" (76mm), 4" (102mm), 5" (127mm), or 6" (152mm) square pole with PB-1A* tenon PT-1H – Single PT-3H(90) – 90° Triple PT-2H(90) – 90° Twin PT-4H(90) – 90° Quad PT-2H(180) – 180° Twin
Wall Mount Brackets - Mounts to wall or roof WM-2L – Extended Horizontal	Direct Arm Pole Adaptor Bracket - Mounts to 3-6" (76-152mm) round or square aluminum or steel poles XA-TMDA8

* Refer to the [Bracket and Tenons spec sheet](#) for more details

* Specify pole size: 3 {3"}, 4 {4"}, 5 {5"}, or 6 {6"} for single, double or triple luminaire orientation or 4 {4"}, 5 {5"} or 6 {6"} for quad luminaire orientation

Field Adjustable Output (Q9/Q8/Q7/Q6/Q5/Q4/Q3/Q2/Q1) Option Description:

The Field Adjustable Output option enables the street and area luminaire within the XSP Series on this page to be tuned to the exact needs of a particular application through multiple levels of adjustment. When ordered with the Q option, the luminaire will be shipped from the factory at the selected lumen output, will be fully adjustable between the outputs, and will include a wattage label that indicates the wattage of the luminaire at the selected lumen output (Rounded to nearest 10 watts per ANSI C136.15-2015.). Additional dimming functionality is available when a dimming control (by others) is used in the 7-Pin receptacle.

Locked Lumen Output (X8/X7/X6/X5/X4/X3/X2/X1) Option Description:

The Locked Lumen Output option on this page permanently locks the lumen output on the XSP Series street and area luminaire to the setting selected. When ordered with the X option, the luminaire will be shipped from the factory at the lumen output setting selected, and will include a wattage label that indicates the wattage of the setting selected. When this option is selected, the luminaire output is not able to be adjusted in the field except if a dimming control (by others) is used in the 7-Pin receptacle.

Q & X Option Power & Lumen Data – 5L

Q Option Setting	X Option Setting	CCT/ CRI	System Watts†	Label Wattage	Lumen Values†					Optics Qualified on DLC QPL	
			120-480V		2LG/2ME/3ME/4ME	2LG w/BLS	2ME w/BLS	3ME w/BLS	4ME w/BLS	Standard	Premium
Q9	N/A (Full Power)	27K7	47	50	4,930	3,500	3,940	3,500	3,650	2LG, 2ME, 3ME, 4ME	
		30K7			5,075	3,600	4,060	3,600	3,760		
		40K7			5,200	3,690	4,160	3,690	3,850		
		50K7			5,225	3,710	4,180	3,710	3,870		
		57K7			5,225	3,710	4,180	3,710	3,870		
Q8	X8	27K7	44	40	4,780	3,390	3,820	3,390	3,540	2LG, 2ME, 3ME, 4ME	
		30K7			4,910	3,490	3,930	3,490	3,630		
		40K7			5,050	3,590	4,040	3,590	3,740		
		50K7			5,075	3,600	4,060	3,600	3,760		
		57K7			5,075	3,600	4,060	3,600	3,760		
Q7	X7	27K7	42	40	4,580	3,250	3,660	3,250	3,390	2LG, 2ME, 3ME, 4ME	
		30K7			4,710	3,340	3,770	3,340	3,490		
		40K7			4,830	3,430	3,860	3,430	3,570		
		50K7			4,860	3,450	3,890	3,450	3,600		
		57K7			4,860	3,450	3,890	3,450	3,600		
Q6	X6	27K7	40	40	4,450	3,160	3,560	3,160	3,290	2LG, 2ME, 3ME, 4ME	
		30K7			4,570	3,240	3,660	3,240	3,380		
		40K7			4,690	3,330	3,750	3,330	3,470		
		50K7			4,720	3,350	3,780	3,350	3,490		
		57K7			4,720	3,350	3,780	3,350	3,490		
Q5	X5	27K7	37	40	4,125	2,930	3,300	2,930	3,050	2LG, 2ME, 3ME, 4ME	
		30K7			4,250	3,020	3,400	3,020	3,150		
		40K7			4,350	3,090	3,480	3,090	3,220		
		50K7			4,375	3,110	3,500	3,110	3,240		
		57K7			4,375	3,110	3,500	3,110	3,240		
Q4	X4	27K7	33	30	3,800	2,700	3,040	2,700	2,810	2LG, 2ME, 3ME, 4ME	
		30K7			3,925	2,790	3,140	2,790	2,900		
		40K7			4,025	2,860	3,220	2,860	2,980		
		50K7			4,050	2,880	3,240	2,880	3,000		
		57K7			4,050	2,880	3,240	2,880	3,000		
Q3	X3	27K7	30	30	3,480	2,470	2,780	2,470	2,580	2LG, 2ME, 3ME, 4ME	
		30K7			3,580	2,540	2,860	2,540	2,650		
		40K7			3,670	2,610	2,940	2,610	2,720		
		50K7			3,700	2,630	2,960	2,630	2,740		
		57K7			3,700	2,630	2,960	2,630	2,740		
Q2	X2	27K7	27	30	3,160	2,240	2,530	2,240	2,340	2LG, 2ME, 3ME, 4ME	
		30K7			3,250	2,310	2,600	2,310	2,410		
		40K7			3,340	2,370	2,670	2,370	2,470		
		50K7			3,360	2,390	2,690	2,390	2,490		
		57K7			3,360	2,390	2,690	2,390	2,490		
Q1	X1	27K7	24	20	2,890	2,050	2,310	2,050	2,140	2LG, 2ME, 3ME, 4ME	
		30K7			2,970	2,110	2,380	2,110	2,200		
		40K7			3,040	2,160	2,430	2,160	2,250		
		50K7			3,060	2,170	2,450	2,170	2,260		
		57K7			3,060	2,170	2,450	2,170	2,260		

† Electrical and lumen data at 25°C (77°F). Actual wattage and lumen output may differ by +/-10% when operating between 120-277V or 347-480V +/-10%

Field Adjustable Output (Q9/Q8/Q7/Q6/Q5/Q4/Q3/Q2/Q1) Option Description:

The Field Adjustable Output option enables the street and area luminaire within the XSP Series on this page to be tuned to the exact needs of a particular application through multiple levels of adjustment. When ordered with the Q option, the luminaire will be shipped from the factory at the selected lumen output, will be fully adjustable between the outputs, and will include a wattage label that indicates the wattage of the luminaire at the selected lumen output (Rounded to nearest 10 watts per ANSI C136.15-2015.). Additional dimming functionality is available when a dimming control by others is used in the 7-Pin receptacle.

Locked Lumen Output (X8/X7/X6/X5/X4/X3/X2/X1) Option Description:

The Locked Lumen Output option on this page permanently locks the lumen output on the XSP Series street and area luminaire to the setting selected. When ordered with the X option, the luminaire will be shipped from the factory at the lumen output setting selected, and will include a wattage label that indicates the wattage of the setting selected. When this option is selected, the luminaire output is not able to be adjusted in the field except if a dimming control by others is used in the 7-Pin receptacle.

Q & X Option Power & Lumen Data – 8L

Q Option Setting	X Option Setting	CCT/ CRI	System Watts†	Label Wattage	Lumen Values†					Optics Qualified on DLC QPL	
					2LG/2ME/3ME/4ME	2LG w/BLS	2ME w/BLS	3ME w/BLS	4ME w/BLS	Standard	Premium
Q9	N/A [Full Power]	27K7	69	70	7,375	5,225	5,900	5,225	5,450	2LG, 2ME, 3ME, 4ME	
		30K7			7,575	5,375	6,050	5,375	5,600		2LG, 2ME, 3ME, 4ME
		40K7			7,775	5,525	6,225	5,525	5,750	2LG, 2ME, 3ME, 4ME	
		50K7			7,825	5,550	6,250	5,550	5,800	2LG, 2ME, 3ME, 4ME	
		57K7			7,825	5,550	6,250	5,550	5,800	2LG, 2ME, 3ME, 4ME	
Q8	X8	27K7	65	70	7,150	5,075	5,725	5,075	5,300		2LG, 2ME, 3ME, 4ME
		30K7			7,325	5,200	5,850	5,200	5,425		2LG, 2ME, 3ME, 4ME
		40K7			7,525	5,350	6,025	5,350	5,575	2LG, 2ME, 3ME, 4ME	
		50K7			7,575	5,375	6,050	5,375	5,600	2LG, 2ME, 3ME, 4ME	
		57K7			7,575	5,375	6,050	5,375	5,600	2LG, 2ME, 3ME, 4ME	
Q7	X7	27K7	62	60	6,850	4,875	5,475	4,875	5,075		2LG, 2ME, 3ME, 4ME
		30K7			7,025	5,000	5,625	5,000	5,200		2LG, 2ME, 3ME, 4ME
		40K7			7,225	5,125	5,775	5,125	5,350	2LG, 2ME, 3ME, 4ME	
		50K7			7,275	5,175	5,825	5,175	5,375		2LG, 2ME, 3ME, 4ME
		57K7			7,275	5,175	5,825	5,175	5,375		2LG, 2ME, 3ME, 4ME
Q6	X6	27K7	59	60	6,650	4,720	5,325	4,720	4,920		2LG, 2ME, 3ME, 4ME
		30K7			6,825	4,850	5,450	4,850	5,050		2LG, 2ME, 3ME, 4ME
		40K7			7,000	4,970	5,600	4,970	5,175		2LG, 2ME, 3ME, 4ME
		50K7			7,050	5,000	5,650	5,000	5,225		2LG, 2ME, 3ME, 4ME
		57K7			7,050	5,000	5,650	5,000	5,225		2LG, 2ME, 3ME, 4ME
Q5	X5	27K7	54	50	6,125	4,350	4,900	4,350	4,530		2LG, 2ME, 3ME, 4ME
		30K7			6,275	4,460	5,025	4,460	4,640		2LG, 2ME, 3ME, 4ME
		40K7			6,450	4,580	5,150	4,580	4,770		2LG, 2ME, 3ME, 4ME
		50K7			6,500	4,620	5,200	4,620	4,810		2LG, 2ME, 3ME, 4ME
		57K7			6,500	4,620	5,200	4,620	4,810		2LG, 2ME, 3ME, 4ME
Q4	X4	27K7	49	50	5,750	4,080	4,600	4,080	4,260		2LG, 2ME, 3ME, 4ME
		30K7			5,900	4,190	4,720	4,190	4,370		2LG, 2ME, 3ME, 4ME
		40K7			6,050	4,300	4,840	4,300	4,480		2LG, 2ME, 3ME, 4ME
		50K7			6,100	4,330	4,880	4,330	4,510		2LG, 2ME, 3ME, 4ME
		57K7			6,100	4,330	4,880	4,330	4,510		2LG, 2ME, 3ME, 4ME
Q3	X3	27K7	44	40	5,200	3,690	4,160	3,690	3,850		2LG, 2ME, 3ME, 4ME
		30K7			5,350	3,800	4,280	3,800	3,960		2LG, 2ME, 3ME, 4ME
		40K7			5,475	3,890	4,380	3,890	4,050		2LG, 2ME, 3ME, 4ME
		50K7			5,525	3,920	4,420	3,920	4,090		2LG, 2ME, 3ME, 4ME
		57K7			5,525	3,920	4,420	3,920	4,090		2LG, 2ME, 3ME, 4ME
Q2	X2	27K7	40	40	4,750	3,370	3,800	3,370	3,520		2LG, 2ME, 3ME, 4ME
		30K7			4,875	3,460	3,900	3,460	3,610		2LG, 2ME, 3ME, 4ME
		40K7			4,975	3,530	3,980	3,530	3,680		2LG, 2ME, 3ME, 4ME
		50K7			5,025	3,570	4,020	3,570	3,720		2LG, 2ME, 3ME, 4ME
		57K7			5,025	3,570	4,020	3,570	3,720		2LG, 2ME, 3ME, 4ME
Q1	X1	27K7	35	40	4,325	3,070	3,460	3,070	3,200		2LG, 2ME, 3ME, 4ME
		30K7			4,425	3,140	3,540	3,140	3,270		2LG, 2ME, 3ME, 4ME
		40K7			4,550	3,230	3,640	3,230	3,370		2LG, 2ME, 3ME, 4ME
		50K7			4,575	3,250	3,660	3,250	3,390		2LG, 2ME, 3ME, 4ME
		57K7			4,575	3,250	3,660	3,250	3,390		2LG, 2ME, 3ME, 4ME

† Electrical and lumen data at 25°C (77°F). Actual wattage and lumen output may differ by +/-10% when operating between 120-277V or 347-480V +/-10%

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KAD LED LED Area Luminaire



Catalog
Number

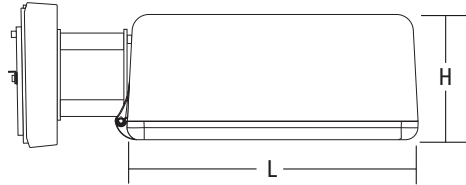
Notes

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Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

EPA:	1.2 ft ² (0.11 m ²)
Length:	17-1/2" (44.5 cm)
Width:	17-1/2" (44.5 cm)
Height:	7-1/8" (18.1 cm)
Weight (max):	36 lbs. (16.4 kg)



A+ Capable Luminaire

This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and system-level interoperability.

- All configurations of this luminaire meet the Acuity Brands' specification for chromatic consistency
- This luminaire is A+ Certified when ordered with DTL® controls marked by a **shaded background**. DTL DLL equipped luminaires meet the A+ specification for luminaire to photocontrol interoperability¹
- This luminaire is part of an A+ Certified solution for ROAM®2 or XPoint™ Wireless control networks, providing out-of-the-box control compatibility with simple commissioning, when ordered with drivers and control options marked by a **shaded background**¹

To learn more about A+, visit www.acuitybrands.com/aplus.

1. See ordering tree for details.
2. A+ Certified Solutions for ROAM require the order of one ROAM node per luminaire. Sold Separately: [Link to Roam](#); [Link to DTL DLL](#)

A+ Capable options indicated by this color background.

Ordering Information

EXAMPLE: KAD LED 40C 1000 40K R5 MVOLT SPD04 DDBXD

KAD LED						
Series	LEDs	Drive current	CCT	Distribution	Voltage	Mounting ³
KAD LED	20C ¹ 20 LEDs 30C ¹ 30 LEDs 40C 40 LEDs 60C 60 LEDs	530 530 mA ¹ 700 700 mA 1000 1000 mA	30K 3000 K 40K 4000 K 50K 5000 K	R2 Type II R3 Type III R4 Type IV R5 Type V	MVOLT ² 277 ³ 120 ³ 347 ^{1,2} 208 ^{2,3} 480 ^{1,2} 240 ^{2,3}	Shipped included SPUMBAK___ Square pole universal mounting adaptor ⁵ RPUMBAK___ Round pole universal mounting adaptor ⁵ SPD___ Square pole RPD___ Round pole WBD___ Wall bracket WWD___ Wood pole or wall Shipped separately 04 4" arm 06 6" arm 09 9" arm ⁴ 12 12" arm ⁵ DAD12P Degree arm (pole) DAD12WB Degree arm (wall) KMA Mast arm external fitter

Options	Finish (required)
Shipped installed PER5 NEMA twist-lock five-wire receptacle only (no controls) ^{6,7,8} PER7 Seven-wire receptacle only (no controls) ^{6,7,8} SF Single fuse (120, 277, 347V) ³ DF Double fuse (208, 240, 480V) ³ PIR Bi-level, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 5fc ^{2,9,10,11,12} PIRH Bi-level, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 5fc ^{2,9,10,11,12} PIR1FC3V Bi-level, motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc ^{2,9,10,11,12} PIRH1FC3V Bi-level, motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc ^{2,9,10,11,12} BL30 Bi-level switched dimming, 30% ^{2,8,9,10} BL50 Bi-level switched dimming, 50% ^{2,8,9,10} PNMTDD3 Part night, dim till dawn ^{2,10,15} PNMT5D3 Part night, dim 5 hrs ^{2,10,15} PNMT6D3 Part night, dim 6 hrs ^{2,10,15} PNMT7D3 Part night, dim 7 hrs ^{2,10,15} HS Houseside shield ¹⁶ WG Wire guard	Shipped separately ¹⁶ DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White DBTDX Textured dark bronze DBLBD Textured black DNATX Textured natural aluminum DWHGX Textured white



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Ordering Information

Stock configurations are offered for shorter lead times:

Standard Part Number	Stock Part Number
KAD LED 30C 1000 40K R3 MVOLT PUMBAK09 DDBXD*	KADL 30C 40K R3
KAD LED 30C 1000 40K R5 MVOLT PUMBAK09 DDBXD*	KADL 30C 40K R5
KAD LED 40C 1000 40K R3 MVOLT PUMBAK09 DDBXD*	KADL 40C 40K R3
KAD LED 40C 1000 40K R5 MVOLT PUMBAK09 DDBXD*	KADL 40C 40K R5
KAD LED 30C 1000 40K R3 MVOLT PUMBAK09 PIRH DDBXD*	KADL 30C 40K R3 PIRH
KAD LED 30C 1000 40K R5 MVOLT PUMBAK09 PIRH DDBXD*	KADL 30C 40K R5 PIRH
KAD LED 40C 1000 40K R3 MVOLT PUMBAK09 PIRH DDBXD*	KADL 40C 40K R3 PIRH
KAD LED 40C 1000 40K R5 MVOLT PUMBAK09 PIRH DDBXD*	KADL 40C 40K R5 PIRH

*PUMBAK is not standard nomenclature.

Accessories

Ordered and shipped separately.

DLL127F 1.5 JU	Photocell - SSL twist-lock (120-277V) ¹⁷
DLL347F 1.5 CUL JU	Photocell - SSL twist-lock (347V) ¹⁷
DLL480F 1.5 CUL JU	Photocell - SSL twist-lock (480V) ¹⁷
DSHORT SBK U	Shorting cap ¹⁷
KADLEDHS 20C U	Houseside shield for 20 LED unit
KADLEDHS 30C U	Houseside shield for 30 LED unit
KADLEDHS 40C U	Houseside shield for 40 LED unit
KADLEDHS 60C U	Houseside shield for 60 LED unit
KMA DDBXD U	Mast arm adaptor (specify finish)
KADWG U	Wire guard accessory
PUMBAK DDBXD U*	Square and round pole universal mounting bracket adaptor (specify finish)

For more control options, visit [DTL](#) and [ROAM](#) online.

*Round pole top must be 3.25" O.D. minimum.

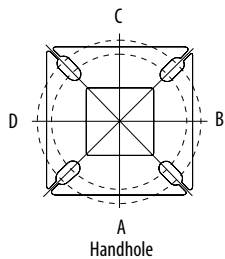
NOTES

- 20C or 30C LED are not available with 530 Drive Current and 347V or 480V
- Any PIRx with BL30, BL50 or PNMT, is not available with 208V, 240V, 347V, 480V or MVOLT. It is only available in 120V or 277V specified
- MVOLT driver operates on any line voltage from 120-277V (50/60 Hz). Single fuse (SF) requires 120, 277 or 347 voltage option. Double fuse (DF) requires 208, 240 or 480 voltage option.
- 9" or 12" arm is required when two or more luminaires are oriented on a 90° drilling pattern.
- Available as a separate combination accessory: PUMBAK (finish) U.
- Mounting must be restricted to ±45° from horizontal aim per ANSI C136.10-2010. Not available with motion sensor.
- Photocell ordered and shipped as a separate line item from Acuity Brands Controls. See accessories. Not available with DS option. Shorting cap included.
- If ROAM® node required, it must be ordered and shipped as a separate line item from Acuity Brands Controls. Not available with DCR. Node with integral dimming. Shorting cap included.
- PIR and PIR1FC3V specify the [SensorSwitch SBGR-10-ODP](#) control; PIRH and PIRH1FC3V specify the [SensorSwitch SBGR-6-ODP](#) control; see [Outdoor Control Technical Guide](#) for details. Dimming driver standard. Not available with PER5 or PER7.
- Maximum ambient temperature with 347V or 480V is 30°C.
- Reference Motion Sensor table.
- Reference PER table on page 3 to see functionality.
- Requires an additional switched circuit with same phase as main luminaire power. Supply circuit and control circuit are required to be in the same phase.
- Dimming driver standard. MVOLT only. Not available with 347V, 480V, PER5, PER7 or PNMT options.
- Dimming driver standard. MVOLT only. Not available with 347V, 480V, PER5, PER7, BL30 or BL50.
- Also available as a separate accessory; see Accessories information.
- Requires luminaire to be specified with PER option. Ordered and shipped as a separate line item from Acuity Brands Controls.

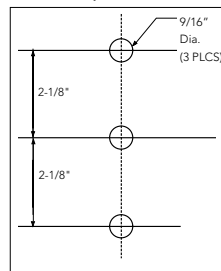
Drilling

Template #5

HANDHOLE ORIENTATION



Top of Pole



Tenon Mounting Slipfitter**

Tenon O.D.	Single Unit	2 at 180°	2 at 90° †	3 at 120°	3 at 90° †	4 at 90° †
2-3/8"	T20-190	T20-280	T20-290	T20-320 †	T20-390	T20-490
2-7/8"	T25-190	T25-280	T25-290	T25-320	T25-390	T25-490
4"	T35-190	T35-280	T35-290	T35-320	T35-390	T35-490

** For round pole mounting (RPDXX) only. † Requires 9" or 12" arm.

Pole drilling nomenclature: # of heads at degree from handhole (default side A)				
DM19	DM28	DM29	DM39	DM49
1 @ 90°	2 @ 280°	2 @ 90°	3 @ 90°	4 @ 90°
Side B	Side B & D	Side B & C	Side B, C, & D	Sides A, B, C, D

Note: Review luminaire spec sheet for specific nomenclature

Performance Data

Lumen Output

Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown, within the tolerances allowed by Lighting Facts. Contact factory for performance data on any configurations not shown here.

LEDs	Drive Current (mA)	System Watts	Dist. Type	30K (3000 K, 70 CRI)					40K (4000 K, 70 CRI)					50K (5000 K, 70 CRI)				
				Lumens	B	U	G	LPW	Lumens	B	U	G	LPW	Lumens	B	U	G	LPW
20C	530 mA	35W	R2	4,140	1	0	1	118	4,446	1	0	1	127	4,473	1	0	1	128
			R3	4,123	1	0	1	118	4,427	1	0	1	126	4,455	1	0	1	127
			R4	4,128	1	0	1	118	4,433	1	0	1	127	4,460	1	0	1	127
			R5	4,381	2	0	1	125	4,704	3	0	1	134	4,734	3	0	1	135
	700 mA	45W	R2	5,271	1	0	1	117	5,660	1	0	1	126	5,696	1	0	2	127
			R3	5,250	1	0	2	117	5,637	1	0	2	125	5,672	1	0	2	126
			R4	5,256	1	0	2	117	5,644	1	0	2	125	5,679	1	0	2	126
			R5	5,578	3	0	1	124	5,990	3	0	1	133	6,027	3	0	1	134
	1000 mA	73W	R2	7,344	1	0	2	101	7,886	2	0	2	108	7,935	2	0	2	109
			R3	7,314	1	0	2	100	7,854	1	0	2	108	7,903	1	0	2	108
			R4	7,322	1	0	2	100	7,863	1	0	2	108	7,912	1	0	2	108
			R5	7,771	3	0	1	106	8,345	3	0	1	114	8,397	3	0	1	115
30C	530 mA	53W	R2	6,166	1	0	2	116	6,621	1	0	2	125	6,663	1	0	2	126
			R3	6,141	1	0	2	116	6,594	1	0	2	124	6,635	1	0	2	125
			R4	6,148	1	0	2	116	6,602	1	0	2	125	6,643	1	0	2	125
			R5	6,525	3	0	1	123	7,006	3	0	1	132	7,050	3	0	1	133
	700 mA	69W	R2	7,817	2	0	2	113	8,395	2	0	2	122	8,447	2	0	2	122
			R3	7,785	1	0	2	113	8,360	2	0	2	121	8,412	2	0	2	122
			R4	7,794	1	0	2	113	8,370	1	0	2	121	8,422	1	0	2	122
			R5	8,272	3	0	2	120	8,883	3	0	2	129	8,938	3	0	2	130
	1000 mA	108W	R2	10,755	2	0	2	100	11,549	2	0	2	107	11,621	2	0	2	108
			R3	10,711	2	0	2	99	11,502	2	0	2	106	11,574	2	0	2	107
			R4	10,724	2	0	2	99	11,515	2	0	2	107	11,587	2	0	2	107
			R5	11,381	3	0	2	105	12,221	4	0	2	113	12,297	4	0	2	114
40C	530 mA	71W	R2	8,156	2	0	2	115	8,758	2	0	2	123	8,812	2	0	2	124
			R3	8,122	2	0	2	114	8,722	2	0	2	123	8,776	2	0	2	124
			R4	8,132	1	0	2	115	8,732	1	0	2	123	8,786	1	0	2	124
			R5	8,630	3	0	2	122	9,267	3	0	2	131	9,325	3	0	2	131
	700 mA	94W	R2	10,286	2	0	2	109	11,045	2	0	2	118	11,114	2	0	2	118
			R3	10,244	2	0	2	109	11,000	2	0	2	117	11,069	2	0	2	118
			R4	10,256	2	0	2	109	11,013	2	0	2	117	11,081	2	0	2	118
			R5	10,884	3	0	2	116	11,688	4	0	2	124	11,761	4	0	2	125
	1000 mA	141W	R2	13,923	2	0	2	99	14,951	2	0	2	106	15,045	2	0	2	107
			R3	13,866	2	0	3	98	14,890	2	0	3	106	14,983	2	0	3	106
			R4	13,882	2	0	3	98	14,907	2	0	3	106	15,000	2	0	3	106
			R5	14,733	4	0	2	104	15,821	4	0	2	112	15,920	4	0	2	113
60C	530 mA	103W	R2	11,996	2	0	2	116	12,882	2	0	2	125	12,963	2	0	2	126
			R3	11,947	2	0	2	116	12,829	2	0	2	125	12,909	2	0	2	125
			R4	11,961	2	0	2	116	12,844	2	0	2	125	12,925	2	0	2	125
			R5	12,694	4	0	2	123	13,632	4	0	2	132	13,717	4	0	2	133
	700 mA	137W	R2	14,927	2	0	2	109	16,029	3	0	3	117	16,130	3	0	3	118
			R3	14,866	2	0	3	109	15,964	2	0	3	117	16,063	2	0	3	117
			R4	14,884	2	0	2	109	15,982	2	0	3	117	16,082	2	0	3	117
			R5	15,796	4	0	2	115	16,962	4	0	2	124	17,068	4	0	2	125
	1000 mA	216W	R2	19,328	3	0	3	89	20,754	3	0	3	96	20,884	3	0	3	97
			R3	19,248	3	0	3	89	20,669	3	0	4	96	20,799	3	0	4	96
			R4	19,271	3	0	3	89	20,693	3	0	4	96	20,823	3	0	4	96
			R5	20,452	4	0	2	95	21,962	4	0	2	102	22,099	4	0	2	102

Performance Data

Lumen Ambient Temperature (LAT) Multipliers

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

Ambient		Lumen Multiplier
0°C	32°F	1.02
10°C	50°F	1.01
20°C	68°F	1.00
25°C	77°F	1.00
30°C	86°F	1.00
40°C	104°F	0.99

Projected LED Lumen Maintenance

Data references the extrapolated performance projections for the **KAD LED** platform in a **25°C ambient**, based on 10,000 hours of LED testing (tested per IESNA LM-80-08 and projected per IESNA TM-21-11).

To calculate LLF, use the lumen maintenance factor that corresponds to the desired number of operating hours below. For other lumen maintenance values, contact factory.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance Factor	KAD LED 60C 1000			
	1.0	0.91	0.86	0.76
	KAD LED 40C 1000			
	1.0	0.93	0.88	0.79
	KAD LED 60C 700			
	1.0	0.98	0.97	0.94

Motion Sensor Default Settings

Option	Dimmed State	High Level (when triggered)	Photocell Operation	Dwell Time	Ramp-up Time	Ramp-down Time
PIR or PIRH	3V (37%) Output	10V (100%) Output	Enabled @ 5FC	5 min	3 sec	5 min
*PIR1FC3V or PIRH1FC3V	3V (37%) Output	10V (100%) Output	Enabled @ 1FC	5 min	3 sec	5 min

*for use with Inline Dusk to Dawn or timer.

PER Table

Control	PER (3 wire)	PER5 (5 wire)		PER7 (7 wire)		
			Wire 4/Wire5		Wire 4/Wire5	Wire 6/Wire7
Photocontrol Only (On/Off)	✓	⚠	Wired to dimming leads on driver	⚠	Wired to dimming leads on driver	Wires Capped inside fixture
ROAM	✗	✓	Wired to dimming leads on driver	⚠	Wired to dimming leads on driver	Wires Capped inside fixture
ROAM with Motion (ROAM on/off only)	✗	⚠	Wires Capped inside fixture	⚠	Wires Capped inside fixture	Wires Capped inside fixture
Future-proof*	✗	⚠	Wired to dimming leads on driver	✓	Wired to dimming leads on driver	Wires Capped inside fixture
Future-proof* with Motion	✗	⚠	Wires Capped inside fixture	✓	Wires Capped inside fixture	Wires Capped inside fixture

✓ Recommended
✗ Will not work
⚠ Alternate

*Future-proof means: Ability to change controls in the future.

Electrical Load

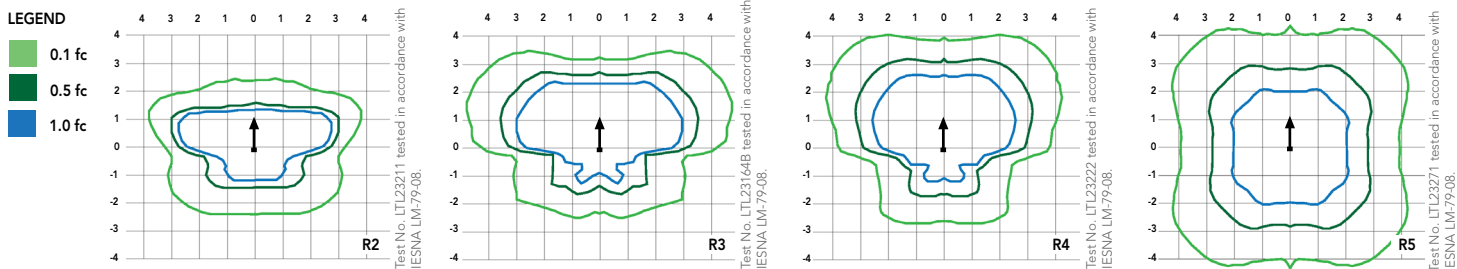
Number of LEDs	Drive Current (mA)	System Watts	Current (A)					
			120	208	240	277	347	480
20	530	35	0.30	0.18	0.16	0.15	-	-
	700	45	0.39	0.23	0.20	0.18	0.15	0.12
	1000	73	0.61	0.35	0.31	0.27	0.22	0.17
30	530	53	0.44	0.26	0.23	0.20	-	-
	700	69	0.58	0.34	0.29	0.26	0.21	0.16
	1000	108	0.90	0.52	0.46	0.40	0.32	0.24
40	530	71	0.60	0.35	0.32	0.29	0.21	0.16
	700	94	0.79	0.46	0.41	0.36	0.27	0.20
	1000	141	1.18	0.68	0.59	0.52	0.42	0.30
60	530	103	0.87	0.50	0.44	0.39	0.29	0.22
	700	137	1.15	0.66	0.58	0.51	0.40	0.29
	1000	216	1.81	1.04	0.92	0.81	0.63	0.47

NOTE: All ratings in this table are for a nominal system operated at 25°C ambient temperature. Current and power specifications in this table do not include branch circuit derating specified in the National Electrical Code. Please observe all applicable electrical codes and ratings.

Photometric Diagrams

To see complete photometric reports or download .ies files for this product, visit Lithonia Lighting's [KAD LED homepage](#).

Isofootcandle plots for the KAD LED 60C 1000 40K. Distances are in units of mounting height (20').



FEATURES & SPECIFICATIONS

INTENDED USE

The energy savings and long life of the KAD LED area luminaire make it a reliable choice for illuminating streets, walkways, parking lots, and surrounding areas.

CONSTRUCTION

Single-piece die-cast, aluminum housing with contoured edges has a 0.12" nominal wall thickness. Die-cast door frame has an impact-resistant, tempered glass lens that is fully gasketed with one piece tubular silicone.

FINISH

Exterior parts are protected by a zinc-infused Super Durable TGIC thermoset powder coat finish that provides superior resistance to corrosion and weathering. A tightly controlled multi-stage process ensures a minimum 3 mils thickness for a finish that can withstand extreme climate changes without cracking or peeling.

OPTICS

Precision-molded refractive acrylic lenses are available in four distributions. Light engines are available in standard 4000K, 3000K or 5000K (70 CRI) configurations.

ELECTRICAL

Light engine consists of high-efficacy LEDs mounted to a metal-core circuit board and aluminum heat sink, ensuring optimal thermal management and long life. Class 1 electronic driver has a power factor >90%, THD <20%, and has an expected life of 100,000 hours with <1% failure rate. Easily-serviceable surge protection device meets a minimum Category C Low (per ANSI/IEEE C62.41.2).

INSTALLATION

Included universal mounting block and extruded aluminum arm facilitate quick and easy installation using nearly any existing drilling pattern. Stainless steel bolts fasten the luminaire to the mounting block securing it to poles or walls. The KAD LED can withstand up to a 1.5 G vibration load rating per ANSI C136.31. The KAD LED also utilizes the standard K-Series (Template #5) for pole drilling.

LISTINGS

CSA certified to U.S. and Canadian standards. Luminaire is IP65 rated. Rated for -40°C minimum ambient.

DesignLights Consortium® (DLC) qualified product. Not all versions of this product may be DLC qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.

WARRANTY

5-year limited warranty. Complete warranty terms located at: www.acuitybrands.com/CustomerResources/Terms_and_conditions.aspx.

Note: Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.





Corporation of the Municipality of Temagami

Memo No.
2019-M-077

Memorandum to Council



Staff



Committee

Subject: Correspondence from Pandolfo

Agenda Date: April 25, 2019

Attachments: Letter from Pandolfo

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-077;

AND FURTHER THAT Council confirms the previous direction given to Staff regarding application for the Infrastructure Program

INFORMATION

Accompanying this report is a letter received from John and Diane Pandolfo regarding the decision Council made at their meeting on March 28th regarding infrastructure projects. They are requesting that Council reconsider the decision on which infrastructure program and application would be made.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

John & Diane Pandolfo
P.O. Box 283
357 Fox Run
Temagami, Ontario
POH 2H0

Mayor and Council
Municipality of Temagami
P.O. Box 220
Temagami, ON
POH 2H0

Mayor & Council,

After reviewing the council package and listening to the audio recording of the March 28, 2019 Regular Council meeting, it has come to our attention that there has been a new funding stream announced, The Rural and Northern Communities Funding Stream of the Investing in Canada Infrastructure Program. At the meeting council passed a resolution to apply to the program for 5 million dollars to go towards the lake Temagami access.

We, full time residents of Fox Run in Temagami, are asking Council to reconsider the motion and amend it to apply for Fox Run and Stevens Road.

Some of the reasons why we are asking for council to change their decision include the following:

- Purely from a safety point of view for pedestrian and vehicular traffic, the condition of the road must be addressed. The road has dangerous sharp bends, poor site lines, and narrow steep corners. Every winter there are numerous tracks of vehicles going off the road around the same corner. Many residents from town and Fox Run use the road as an exercise route, walking, running and biking. Having an allowance for pedestrian and bike traffic would keep these people safer.
- Fox Run also supports increased recreational vehicle traffic with the improvements to the boat launch and new docks. This area is used for access by cottage owners on the two lakes and an increase of day use nature enthusiasts looking to enjoy Cassels and Rabbit lakes and the new facilities. The OFSC snowmobile trail now follows Fox Run to access Cassels lake from Net Creek Road with hundreds of machines using it seasonally.
- The road surface has deteriorated considerably from numerous construction vehicles and heavy trucks supporting the increased new development that continues on Fox Run. Every year new homes are being built in this development.
- The proposed wellness center will potentially add again to the ongoing usage of the road.
- Fox Run was built to access the subdivision and is owned by the town.

From what we understand, the applicant for funding needs to have a whole stretch completed and not just certain sections, and the project funding would be enough to finish this roadway.

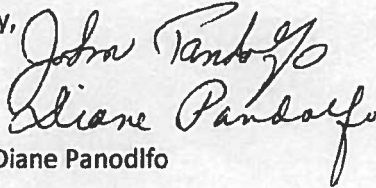
We would complete a project, make it safer for pedestrian and vehicular traffic, support future growth and development, and reduce ongoing maintenance costs.

Although the Lake Temagami Access road is an important project and many Lake access residents/visitors use it, if it is not a joint project and approved for 10 million dollars, only a small portion of the road would be improved.

It is not our intent to state that one road is more important than another, because that is in the eye of the user. We would simply like council to consider the points that we are raising and have you reconsider the decision.

Thank you in advance for considering this letter at the April 25, 2019 Regular Council Meeting.

Sincerely,

Handwritten signatures of John and Diane Panodlfo in cursive script.

John & Diane Panodlfo



Corporation of the Municipality of Temagami

Memo No.
2019-M-078

Memorandum to Council



Staff



Committee

Subject: Correspondence from Goodyear

Agenda Date: **April 25, 2019**

Attachments: Letter from Goodyear

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-078;

AND FURTHER THAT Council direct Staff to forward to MTO in support of requests for speed limit and use of engine brakes.

INFORMATION

Accompanying this report is a letter received from Sarah Goodyear highlighting safety concerns and noting that our school zone speed limit is significantly higher than is experience in other communities. As noted in previous communication regarding speed limits and efforts to reduce the use or need for engine brakes, the Ministry of Transportation is responsible for these items on a Provincial Highway.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

Attention Mayor and council

I would like to bring to your attention a major concern I am having regarding the safety of our school children.

Our school zone is 70km an hour in both directions... most school zones are 40km

There is no signage stating there is a school in the area. Therefore drivers with no knowledge of our town are unaware of small children in the area.

Our only cross walk has a curb on either side. This prevents wagons and strollers from safely crossing the highway. They must walk on the side of the road.

This winter was a major concern to my children's safety. . . The snow banks at the school were so high you couldn't see traffic traveling south going 70km an hour. You had to pull out into the road to see if it was safe to turn left..... on several occasions I put safety vests on myself and children to walk to the school. Due to the amount of snow we had to walk on the side of the road, fortunately we were visible to the vehicles passing us at 70km an hour.

The children constantly report hearing the transports brake. (they are going too fast)

I'm not sure what can be done. But something must be done regarding the safety of our children.

The 50km speed limit in both direction could be moved to the top of the hill at the turn around.

Increase the information/signs of a school in the area

Thank you for your time and concern

Sarah Goodyear



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-079



Staff



Committee

Subject:	Correspondence from Merleau – Forest Talk
Agenda Date:	April 25, 2019
Attachments:	Letter from Merleau – Forest Talk; FAQ Forest Talk

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-079;

AND FURTHER THAT Council direct Staff to forward a letter of support for this project to permit Mr. Merleau move forward with his project..

INFORMATION

Accompanying this report is a letter received David Merleau about his Forest Talk project. His plans include a GPS activated dialogue that can bring relevant audio to our trails. According to the Frequently Asked Questions, this would be at no cost to the Municipality and could provide another item for marketing our area as a destination.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

Thank you for your time, and it was great to speak with you.

I have attached an audio file that outlines the type of storytelling I do, and what I envision for the Forest Talk Radio: White Bear Old Growth installation that I would like to run on-site between May 25-Dec 30, 2020.

For more information on the Forest Talk Radio Laurier Woods edition, go to: foresttalkradio.ca

If you are wondering, why Temagami? Well, every summer for almost thirty years my family has spent time "tootling up the lake" (as my mother would say,) on a Leisure Island houseboat and we spent many an afternoon strolling around Temagami. (We bought the boat of Peter and Anne-Marie about twenty years ago).

And this year will be no different, I intend to spend a good portion of the summer up there. So any meetings that we need to have can be done in person. In fact, while I am in the town, I would love to speak with the caretakers, guides and anyone who would like to share their knowledge of the White Bear forest--these conversations are imperative to my artistic process.

I am thankful that you appreciate that the turn around for a partnership letter of support is tight--I require the letter by **April 30** to make the May 1 **Ontario Arts Council Northern Arts Project** deadline. (you will find address for OAC on sample letter page 4 of attached doc.)

In addition to the audio demo, I have included an FAQ sheet, some script from the Laurier Woods Edition installation, and a sample letter of support.

I can field questions anytime you like, (especially on the 25th even during your board meeting if needed) so you can either email me or give me a call at **613-797-3762**.

Again, thank you for your time, and please keep me posted which way the council decides.

David Merleau
613-797-3762
North Bay, ON

FAQ Sheet Digital Media Audio Artist David Merleau

What do you do?

I create ecologically driven “immersive” storytelling experiences placing the listener directly in the setting of the story. Once I have partnered with your organization, I research the ecology and history of the trail system, write a radio-play style script inspired by the area, hire local actors to voice the script, and broadcast the audio through a GPS-triggered audio smartphone app.

Go to foresttalkradio.ca for information on Forest Talk Radio: Laurier Woods Edition (launches May 25, 2019.)

What is a GPS audio-triggered smartphone app?

Essentially, when you get to the trail where the installation is setup, you download the app, you plug in your earphones, and push GO. From there, you walk the trail and at key locations pertinent to the narrative, your phone's GPS will make audio to play or an image to pop up on your screen. The app can available for Android and iOS.

Does the “installation” require any equipment or gear installed on-site?

Other than a small (5” x 8”) sign posted at the trailhead, there is nothing set up on the trails.

How do you work with the organization who owns/manages the property you wish to use?

My primary goal is to **build trust** with you, and I aim to respect and promote the values of your community.

As a broadcaster, I ensure that my works are in accordance with the code set out by the Canadian Association of Broadcasters and respect the Ontario Human Rights Code pertaining to discrimination.

To further build this trust, your communications representative can review the script before I have my actors voice it, to ensure it accords with your organization's communications policies. However as an artist, you must understand that I have *full creative-control over the project*. But with regards to promotions, posters, the trailhead sign, as well as the press releases, I would like to be in close contact with your communications representative. In fact, I would prefer your communications representative works actively with me with regards to promotions. (see below)

How much will this cost us?

Nothing. In fact, in my Ontario Arts Council grant application, I can include an amount of \$500 that I can offer to you as a site-rental fee.

As well, I can reimburse you for the time your communications representative has spent on this project (meetings, correspondence etc.) We can discuss the particulars of this reimbursement fee at a later date, but in the grant application budget, I estimate a reimbursement fee of \$300 (for roughly 10 hrs of collaboration.) As well I include the cost of promotions material in my budget.

How long can/will the Installation be set up?

The installation will *officially* run throughout the summer months, but the the app to be available for far longer, meaning anyone can still download it and walk through the story on-site.

Furthermore, this type of installation is also available to be experienced from anywhere via the internet—through a link that you could place on your website. And you are free to use my installation in your tourism promotions, as long as I am notified and appropriately credited.

613-797-3762 A-643 Wyld St. North Bay ON davidmerleau@gmail.com



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-075



Staff



Committee

Subject: Resolution from the City of Brantford

Agenda Date: **April 25, 2019**

Attachments: Correspondence from Brantford

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-075;

INFORMATION

Accompanying this report is communication received from the City of Brantford regarding single-use straws. Most often when resolutions are received from other municipalities there is an action they are requesting support for. It is not readily apparent what they are asking other municipalities to support.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



April 16, 2019

Below is a copy of a Resolution adopted by Brantford City Council at its meeting held March 26, 2019. In keeping with City Council's direction, a copy is being distributed to other municipalities in the Province of Ontario.

C. Touzel
City Clerk

RESOLUTION

6.1 Single-Use Plastic Straws

WHEREAS section 8(1) of the *Municipal Act, 2001* requires that the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

WHEREAS section 8(3) of the *Municipal Act, 2001* permits the municipality to pass by-laws under section 10 and 11 which: regulates or prohibits the matter; and to require persons to do things respecting the matter; and

WHEREAS section 10(2) of the *Municipal Act, 2001* permits single-tier municipalities to pass by-laws respecting the following matters: economic, social and environmental well-being of the municipality, including respecting climate change; and

WHEREAS the Council of The Corporation of the City of Brantford wishes to consider regulating or prohibiting the sale and distribution of single-use plastic straws in the municipality in order to reduce: (a) littering; (b) the impact on landfills; (c) the impact on sewers; and (d) the contribution to climate change;

NOW THEREFORE BE IT RESOLVED THAT City Staff BE DIRECTED to:

1. Analyze the impacts of single-use plastic straws in the municipality; and how to reduce those impacts through the regulation and prohibition of single-use plastic straws;

2. Consult with the public and impacted industries, including but not limited to:
 - i. Retail Stores;
 - ii. Restaurants;
 - iii. Manufacturers and Distributors, as applicable;
 - iv. Chamber of Commerce;
 - v. Brantford Accessibility Advisory Committee; and
 - vi. Brantford Environmental Policy Advisory Committee;
3. THAT City Staff REPORT BACK to Council on the results of their analysis and consultation; along with a process, including timelines, to:
 - a. In the first phase, regulate the sale and distribution of single-use plastic straws, taking into account existing inventories and the sourcing of alternate suppliers; and
 - b. In the final phase, prohibit the sale and distribution of single-use plastics straws.
4. THAT a copy of this resolution BE FORWARDED to the MP and MPP Brantford-Brant, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM) and other municipalities in the Province of Ontario.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-076



Staff



Committee

Subject: Resolution from the City of LaSalle

Agenda Date: **April 25, 2019**

Attachments: Correspondence from LaSalle

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-076;

INFORMATION

Accompanying this report is communication received from the City of LaSalle regarding vaping advertising regulations. Most often when resolutions are received from other municipalities there is an action they are requesting support for. It is not readily apparent what they are asking other municipalities to support.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Town of LaSalle

5950 Malden Road, LaSalle, Ontario, N9H 1S4
Phone: 519-969-7770 Fax: 519-969-4469 www.lasalle.ca

Office of the Mayor

Marc Bondy

April 8, 2019

Tobacco Products Regulatory Office
Tobacco Control Directorate
Controlled Substances and Cannabis Branch
Health Canada
Address Locator: 0301A
150 Tunney's Pasture Driveway
Ottawa, ON K1A 0K9

ATT: James Van Loon, Director General,
Tobacco Control Directorate

Dear Mr. Van Loon:

RE: Vaping (e-cigarettes) Advertising

The Council of the Town of LaSalle, at its regular meeting held Tuesday, March 26, 2019, gave consideration to a presentation by Petar Bratic, Town of LaSalle Student and correspondence from the Windsor-Essex County Health Unit, regarding vaping advertisements in public spaces.

At its meeting, LaSalle Council passed the following resolution:

"That the report of the Director of Council Services/Clerk dated March 19, 2019 (CL-10-19) regarding Vaping Products – Advertising BE RECEIVED for information; and that Legal Counsel BE REQUESTED to report back to Council outlining any legal implications should Council request that administration prepare a By-Law which restricts e-cigarette advertising in public places; and that Mayor Bondy, on behalf of Council, write James Van Loon, Director General, Tobacco Control Directorate, Controlled Substances and Cannabis Branch urging further restrictions in the Tobacco and Vaping Products Act to reduce the impact of vaping product advertising and promotion on youth; and that a copy of this resolution be sent to all members of the Association of Municipalities of Ontario (AMO).

Carried."



Public safety concerns persist today as it relates to the display of vaping products in public spaces. The current widespread advertising of vapour products have the potential for promoting nicotine dependence for youth and those who do not currently use tobacco products. Action taken at any level of government, which restricts the location and type of e-cigarette advertising that is observable by youth, would be a step forward in protecting the health of our most vulnerable populations.

The Council of the Town of LaSalle respectfully requests that Health Canada move forward with the regulatory measures under consideration to further limit vaping product advertising in order to reduce the impact of advertising on youth and non-users of tobacco products.

Sincerely,



Marc Bondy
Mayor
Town of LaSalle

cc: All Members of AMO
Petar Bratic
Eric Nadalin, Manager, Chronic Disease &
Injury Prevention, Windsor-Essex County Health Unit

DISCLAIMER: This material is provided under contract as a paid service by the originating organization and does not necessarily reflect the view or positions of the Association of Municipalities of Ontario (AMO), its subsidiary companies, officers, directors or agents.



Corporation of the Municipality of Temagami

Memo No.
2019-M-063

Memorandum to Council



Staff



Committee

Subject:	OPA – Second Units
Agenda Date:	April 11, 2019
Attachments:	Draft – Official Plan Amendment No. 3

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-063;
AND FURTHER THAT Council approve the amended wording of the Official Plan Amendment No.3;
AND FURTHER THAT Council directs Staff to proceed as guided by the Planning Act and the Official Plan to start the process for approval

INFORMATION

Earlier this year, the draft wording of an Official Plan Amendment was circulated to Council. From the direction received, Staff requested MHBC amend the wording of the Amendment.

Attached to this report is a draft Amendment which shows how the wording was changed. Council can either accept the wording or provide further amendments which should result in a draft Official Plan Amendment that can be used to start the approval process including Public Meetings. The circulation and timing of Public Meetings is guided by the Planning Act.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

Official Plan Amendment No. 3

Municipality of Temagami

DRAFT

**Amendment No. 3 to the
Official Plan of the
Municipality of Temagami**

The attached explanatory text and constituting Amendment Number 3 to the Official Plan for the Municipality of Temagami, was prepared and adopted by the Council of the Corporation of the Municipality of Temagami, by By-law Number 2019- in accordance with the provisions of Sections 17 and 22 of the Planning Act, R.S.O. 1990, Chapter P.13, as amended.

Dan O'Mara, Mayor

Suzie Fournier, Municipal Clerk

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 2019-__

**A By-law to adopt Amendment No. 3 to the
Official Plan for the Municipality of Temagami.**

WHEREAS The Corporation of the Municipality of Temagami is empowered to amend its Official Plan as required;

AND WHEREAS Sections 17 and 22 of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended, provide Council such authority to amend its Official Plan;

AND WHEREAS the policies of the Official Plan of the Municipality of Temagami are approved and in force and effect at this time;

AND WHEREAS the Council of the Corporation of the Municipality of Temagami deems it necessary and desirable to adopt an amendment to the Official Plan of the Temagami;

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami enacts as follows:

1. Amendment No. 3 to the Official Plan for the Municipality of Temagami, consisting of the explanatory text is hereby adopted.
2. That the Clerk of the Municipality of Temagami 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.

This By-law will take effect on the date of its passage, subject to the provisions of Section 34(30) and (31) of the Planning Act, R.S.O. 1990, c.P.13.

READ A FIRST AND SECOND TIME on the _____ day of _____, 2019.

READ A THIRD TIME and finally passed this _____ day of _____, 2019.

Mayor

Municipal Clerk

Certification

Certified that the above is a true copy of By-law No. 2019-____ as enacted and passed by Council of the Municipality of Temagami on the ____ day of _____, 2019.

Municipal Clerk

THE CONSTITUTIONAL STATEMENT

The following Amendment to the Official Plan for the Municipality of Temagami consists of three parts:

Part A – THE PREAMBLE does not constitute part of this Amendment.

Part B – THE AMENDMENT, consisting of the text of Amendment No. 3 to the Official Plan to the Municipality of Temagami. There is no map or schedule associated with the Amendment.

Part C – THE APPENDICES do not constitute part of this Amendment. The appendices contain the background material, planning considerations and public involvement associated with this Amendment.

Part A – Preamble

Purpose

The purpose of this amendment is to include policies in the Municipality of Temagami Official Plan to implement Provincial policies regarding second units, and to permit second units within all neighbourhoods in the Municipality following direction from Council.

This amendment implements the goals and objectives of the Official Plan by providing opportunities for a range of housing types and densities to accommodate a diversity of lifestyles, age groups, income levels and persons with special needs.

Location

Amendment No. 3 is a textual amendment and generally applies to all lands within the Municipality, therefore there is no schedule provided with the Amendment.

Basis

The Provincial Policy Statement (2014), the Strong Communities through Affordable Housing Act (2011), and the Promoting Affordable Housing Act (2016) provide direction to Municipalities to provide for opportunities for the development of affordable housing in the form of second units in their planning documents, Official Plans and Zoning By-laws.

In adopting this Official Plan Amendment, Council relies on the following basis:

- The Provincial Policy Statement (2014) which speaks to the accommodation of an appropriate range and mix of residential, including second units, affordable housing and housing for older persons;
- Bill 140, The Strong Communities through Affordable Housing Act, 2011 which came into effect on January 1, 2012. This Bill made changes to the Planning Act, expanding on the affordable housing options by requiring that municipalities set policies that would allow second units in new and existing developments provided that they are in appropriate areas;
- Bill 7, The Promoting Affordable Housing Act, 2016, and Ontario's Long Term Affordable Housing Strategy Update, which expanded and enhanced the range of land use planning and municipal finance tools that municipalities can use to build more affordable market housing; and
- The Municipality of Temagami's Official Plan which sets out policies to promote affordable housing.

- A desire by the Municipality to permit ~~accessory~~second dwelling units on waterfront properties meeting lot area and lot frontage specification.

The Provincial policy framework related to promoting affordable housing encourages and requires Municipalities to permit second units in some form, at the discretion of the Municipality within their planning documents. Council has provided direction to permit second units in the form of accessory apartments in all neighbourhoods of the Municipality, including shoreline properties.

Part B – The Amendment

1.0 Introductory Statement

Part B – The Amendment, consisting of the following text constitutes Amendment No. 3 to the Official Plan for the Municipality of Temagami.

2.0 Details of the Amendment

The Official Plan of the Municipality of Temagami is amended in accordance with the following:

A) Revision to text within Section 2.2.2 Housing as follows:

(red text represents additions or deletions)

Housing in the rural areas is currently limited to single detached dwelling units, in keeping with the existing character of the area and in recognition of the servicing constraints. The policies of this Plan contemplate the possible introduction of higher density residential uses in the form of condominium and similar developments, subject to the policies of this Plan. Garden suites and accessory dwelling units~~apartments in houses~~ are not permitted in the rural area.

Accessory dwelling units may be permitted in single detached dwellings or in a building or structure ancillary to a single detached dwelling within the rural area (including shoreline properties) provided that:

- Not more than one accessory dwelling unit is permitted in association with each principal dwelling on the same lot;
- All requirements of the Zoning By-law, including the provisions to govern compatibility with the principal dwelling and surrounding land uses, as well as the size of the accessory dwelling unit and other standards including the Building Code and other relevant municipal and provincial regulations can be satisfied;
- It has been determined that on-site servicing, including a septic system and private wells, have sufficient capacity for the accessory apartment.
- An accessory dwelling unit shall not be permitted in the front yard as defined by the Zoning By-law.

The Zoning By-law shall contain provisions to regulate the establishment of accessory dwelling units.

New residential development may occur in rural areas through limited severances on existing patented lots and by the creation of new lots from Crown

land in a manner that allows for the conservation of wilderness and semi-wilderness values; and considers the impact of adjacent uses.

B) Revise all references to “Accessory Apartments” to read “Accessory Dwelling Units”.

B) Include Accessory Dwelling Unit as a permitted use in various designations

Sections 4.3.3, 5.3.2, 5.3.3, 6.3.2, 6.3.3, 7.3.2, 7.3.3 & 8.3.2 8.3.3 shall be amended by including “accessory dwelling unit” as a permitted accessory use.

Commented [CK1]: Permitted uses for Lake Temagami Neighbourhood

Commented [CK2]: Permitted uses in Marten River Neighbourhood

Commented [CK3]: Permitted uses in Matabitchaun Neighbourhood

Commented [CK4]: Permitted uses in Backcountry Neighbourhood

C) Delete definition of ‘Apartments-in-House’ from Appendix C

~~Apartments-in-House—These are second self-contained units in detached or semidetached houses in a residential zone serviced by a publicly owned or operated sewage system and which satisfy special provisions of the Ontario Building Code and the Fire Code.~~

D) Add new definition of ‘Accessory Dwelling Unit’ to Appendix C

~~Accessory Dwelling Unit~~~~Apartment~~ - A self-contained ~~residential dwelling~~ unit with a private kitchen, bathroom facilities and sleeping areas created by either an interior renovation within an existing dwelling, or as an exterior addition to the primary a dwelling unit or accommodated as an within an accessory building or part thereof. ~~an accessory building. Such residential unit is an accessory use to the main dwelling.~~

All other policies of the Official Plan of the Municipality of Temagami shall apply.

3.0 Implementation and Interpretation

The provisions of the Official Plan regarding the implementation of that Plan shall also apply to this Amendment. In all other respects the provisions of the Municipality of Temagami Official Plan shall apply.

Upon approval of this Amendment, Council shall consider an implementing Zoning By-law.

The provisions of the Official Plan, as amended from time to time, shall apply in regard to the Amendment.

Part C – The Appendices

1. Resolution of Council (17-704), November 23, 2017;
2. Memorandum to Council (2017-M-103), November 23, 2017;
3. Memorandum to Planning Advisory Committee, February 16, 2018;
4. Planning Information Report prepared by MHBC, March 13, 2018;
- 2-5. Motion from Planning Advisory Committee (18-20), March 13, 2018;
- 3-6. Resolution of **Special Council - Committee of the Whole** (18-081) regarding **Second Units**, March 13, 2018.;
- 4-7. Planning Information Report prepared by MHBC, April 11, 2018;
8. Planning Report regarding Second Units OPA prepared by MHBC, May 10, 2018;
9. Resolution of Council (18-175), May 24, 2018;
10. Resolution of Council (18-186), May 24, 2018;
11. Planning Report regarding Second Units OPA prepared by MHBC, August 14, 2018;
12. Memorandum to Council (2019-M-018), January 10, 2019; and
- 5-13. Resolution of Council (19-70), January 10, 2019.



Corporation of the Municipality of Temagami

Memo No.
2019-M-064

Memorandum to Council



Staff



Committee

Subject: Home Occupation Matters

Agenda Date: April 11, 2019

Attachments: Report 2018-

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-064;
AND FURTHER THAT Council approve the amended wording of the proposed changes to the Comprehensive Zoning By-Law:
AND FURTHER THAT Council directs Staff to proceed as guided by the Planning Act and the Official Plan to start the process for approval

INFORMATION

In November, 2018, the previous Council considered report 2018-027 – Home Occupation Matters and as all votes were ties, any motions put forth were deemed defeated.

In December 2018, this Council considered and passed a resolution to reconsider the matter. Information was provided in January but no decision was provided.

The attached report contains correspondence from MHBC regarding possible wording changes that could be considered by Council. Presently, Staff have no direction to proceed with any amendments to the Comprehensive Zoning By-Law.

Also, until any such changes that may be made to the Comprehensive Zoning By-Law are made, following the process described in the Planning Act, activities that are not consistent with the Comprehensive Zoning By-Law would not be able to legally operate during the time required to make such changes.

Any time where the intentions of a property owner differ from what is permissible in the Comprehensive Zoning By-Law, there are certain remedies available. Included in these are an application for a Minor Variance, an application for a Zoning By-Law Amendment, and an application for Site Specific Zoning.

When known, in situations where the present or proposed use is inconsistent with the wording of the Comprehensive Zoning By-Law, a letter will be sent outlining the various options that may be available to address these. Again, one option is to wait and not proceed with inconsistent uses until the Comprehensive Zoning By-Law has been modified.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Report No.
2018-027

Memorandum to Council

☒ Staff
☐ Committee

Subject: Home Occupation Matters
Agenda Date: November 13, 2018
Attachments: Report from MHBCS Planning

RECOMMENDATION

BE IT RESOLVED THAT Council receive Report 2018-027;
AND FURTHER THAT Council choose Option 2 and direct Staff to act accordingly;
AND FURTHER THAT Council direct Staff to defer starting the process to change wording in the Comprehensive Zoning By-Law until the earlier of either the Official Plan update has been completed and approved or an Ad-Hoc Committee is formed to work with our Planning Consultant to review the Comprehensive Zoning By-Law in its entirety.

INFORMATION

Council directed further conversation occur with MHBC Planners related to the ongoing Home Occupation issue. Attached is a report received from MHBC Planners.

On pages 9 and 10 there are recommendations.

MHBC recommends that if Council was to undertake a change in wording of the Comprehensive Zoning By-Law that results in Home Occupations and Home Industries being more permissive that Council should also consider a more comprehensive review of the By-Law.

The next detailed review will follow the Official Plan update. That being said, given that approval of the Official Plan updates are not always timely, Council may wish to undergo this review with the understanding that a further review will occur when the Official Plan update has been completed.

In any event, the public notice provisions in the Planning Act would apply which, translated, means that this process could take up to a year. Since this change would not be for a specific property, notice would need to be provided to each property owner 30 days prior to the statutory public meeting being held and 15 days after the decision being made. While we are looking at options to mailing notices, at present, if notices were to be mailed as is the standard practice, the cost of postage would be significant. Aside from the postage cost would be the Planning Consultant cost and Staff cost.

In addition, MHBC has provided two options for the business in question. In discussion with Mr. Robinson of MHBC, the option of allowing the operation to continue as is while the wording of the By-Law is being considered is not an option. Rather either the business needs to modify its operations to comply with the By-Law as presently written or the owner can made application for a zoning by-law amendment which would be considered in the normal fashion.

Prepared by:

Reviewed by:

Craig Davidson, Treasurer/Administrator
Name, Position

Name, Position

MUNICIPALITY OF TEMAGAMI	
Report Prepared For:	Craig Davidson
Report Prepared By:	Jamie Robinson, MCIP, RPP and Carolyn Kellington, MCIP, RPP
Subject:	Subsequent Information Report Regarding Zoning By-law Provisions for Home Occupation/Home Industry
Report Date:	November 8, 2018

A. BACKGROUND

Home Occupations and Home Industries have been a topic of discussion within Temagami over the past several months. This was raised as a specific issue when dealing with the matter of the Simpson Diving Facility and discussions have broadened to consider a municipally initiated Zoning By-law Amendment to modify the home industry and home occupation provisions.

At its meeting of March 13, 2018, the Municipality's Planning Advisory Committee passed the following motion:

BE IT RESOLVED THAT the Committee recommend to Council to proceed with a Zoning By-law Amendment in response to the correspondence from Mr. Simson's inquiry dated March 5, 2018 and encourages a broader range of the definition in the zoning by-law of home occupation/home industry;

AND FURTHER THAT the definition of home occupation/home industry include home teaching and small learning facility in section 6.23(g).

Two previous reports (April 11, 2018 and June 12, 2018) were prepared and received by Council which pertained to home industry and home occupation uses within the specific context of the Simpson Diving Facility.

At the Council meeting of September 27th, 2018, there was further discussion regarding home based businesses and direction was given to have MHBC provide a letter/report addressing the matter of home based occupations and potential amendments to the Municipality's Zoning By-law; with a view to possibly make the home industry and home occupation provisions more permissive. As part of the September discussions, concern was expressed that the examples contained in the Zoning By-law have the potential of being interpreted as a complete list rather than examples.

Additional research has been undertaken to inform possible modifications to the current Zoning By-law provisions which the Municipality may wish to consider. This report has been prepared to provide some general information regarding home occupations and home industries and to make recommendations as to the Municipality of Temagami's current regulations.

B. GENERAL INFORMATION

Advances in technology, societal and economic changes, in addition to flexible work schedules, have enabled people to work from their homes and have encouraged the establishment and growth of home-based businesses. Home-based businesses constitute a growing trend. They can enhance the local employment mix, contribute to generating local jobs and possibly act as an incubator for small businesses.

There are positive aspects to providing for and potentially encouraging home-based businesses. Local municipalities must, however, consider how to balance the promotion of an economic activity while regulating such uses to ensure that matters such as environmental affects and impacts on surrounding residential properties are appropriately avoided, managed and/or mitigated.

In the Municipality of Temagami, home-based businesses would generally fall into the category of a Home Occupation or the category of a Home Industry.

Traditionally, home industries/home occupations are to be essentially undetectable to the surrounding neighbourhood and passersby. They are clearly secondary to the main residential use and should not result in negative impacts to the surrounding area. In considering expanding the scope of home industries and home occupations, these use must continue to be compatible with surrounding residential areas.

C. OFFICIAL PLAN

The Official Plan for the Municipality of Temagami includes several provisions relating to home industries and home occupations, defined as follows:

Home Industry – An occupation conducted in whole or in part in a building accessory to a single detached dwelling, and such home industry is clearly secondary to the main residential use of the property, does not change the residential character of the neighbourhood, and as further defined in the Zoning Bylaw.

Home Occupation – Any gainful occupation which is conducted within the dwelling unit by the resident(s) of the dwelling, and such home occupation is clearly secondary to the main residential use, does not change the residential character of the dwelling and as further defined in the Zoning By-law.

With regard to general economic development policies, Section 2.3 of the Official Plan speaks to commercial uses to occur in the Urban Neighbourhood as well as referencing that home occupations, home industries and tourism services may be established in the Rural Neighbourhoods; the Village of Temagami and Temagami North being the Urban Neighbourhood with the Rural Neighbourhoods being comprised of Lake Temagami, Matabitchuan, Marten River, and Backcountry.

While the specific Home Occupation and Home Industry policy details in each of the neighbourhoods have slight differences, the basic principle is the same. A Home Occupation is to be carried out in a residential dwelling, be incidental to the residential use and shall not change the residential character of the dwelling.

A Home Industry may be permitted but would be subject to a zoning by-law amendment and site plan approval process. Again, a Home Industry is to be clearly incidental to the primary residential use of the property.

D. ZONING BY-LAW

The Municipality's Zoning By-law permits home industries and home occupations subject to a number of regulations to ensure that these are small in scale, the potential for negative impacts on adjacent residential uses is minimized and the general residential character of the neighbourhood is maintained.

HOME INDUSTRY USES

1. Existing Provisions

The Municipality's Zoning By-law defines Home Industry as follows:

HOME INDUSTRY shall mean a gainful occupation including an electrical, woodworking, carpentry, window frame, welding, plumbing, machine or small engine repair shop, or a live bait supplier. A Home Industry is conducted entirely in an accessory building or part of an accessory building on a Rural Residential or Remote Residential lot by the residents. A home industry does not include a contractor's yard. (By-law 13-1121)

As set out in Section 6.22 of the Zoning By-law, the following general provisions would apply to home industries:

A home industry may be carried out in the R1, R2 and R3 Zones in accordance with the following and in accordance with the provisions of Section 7.4.3, Section 7.5.3 and Section 7.6.3.

- (a) there is no external advertising other than a sign erected in accordance with any bylaws of the Municipality regulating signs;*
- (b) the external storage of goods, materials or equipment is not permitted;*
- (c) such home industry is not an obnoxious use, trade, business or manufacture;*
- (d) such home industry is clearly secondary to the main residential use, does not change the residential character of the dwelling and in no case shall the accessory building used for the home industry have a gross floor area greater than forty percent (40%) of the ground floor area of the dwelling;*
- (e) not more than two (2) persons, other than the owner of the dwelling shall be employed in a home industry on a full-time basis;*

- (f) *except in the case of island lots, for every person, other than the owner of the dwelling employed therein on a full-time basis, one parking space shall be provided but shall not be located in the front yard or flanking yard;*
- (g) *except in the case of island lots, one on-site parking space shall be provided for patrons of the home industry and such parking space shall not be provided in the front yard;*
- (h) *except in the case of island lots, an accessory building used for a home industry shall not be located in the front yard or flankage yard of the residential lot; and*
- (i) *notwithstanding any of the provisions of this By-law, an accessory building used for a home industry shall have a minimum setback from the property line of five (5.0) metres.*

For home industry uses, Section 6.33 of the Zoning By-law requires the provision of 1 parking space per employee plus 1 parking space for patrons. This would be in addition to the minimum parking that must be provided for the residential unit.

2. Discussion of Potential Amendments to Zoning By-law Provisions

The definition of Home Industry itself includes a list of specific uses. As noted previously, concern has been expressed that the list provided in the Home Industry Zoning By-law definition may be interpreted as a complete list and that there may be additional uses, similar to those listed, which may fall within the category of a home industry use.

The definition of Home Industry does not provide an exhaustive list as the term “such as” is used. Similar uses to these may be permitted.

A more appropriate approach that listing specific uses in the definition may be to include categories of uses or types of use that would be permitted as a home occupation. For example, small scale manufacturing; assembly; processing or repair. This language would provide more flexibility.

The Municipality’s current standards limits a home industry use to an accessory building. Based on our research, some Municipalities have provided for some flexibility as to the use being within an accessory building or a portion of the residential dwelling.

Temagami may also wish to consider adding provisions to reflect that a home industry may also be accommodated in a portion of a residential dwelling. As an example, a welding business may be located within an accessory building, however, a portion of the residential dwelling may be used as the office associated with that business. There should continue to be limitations as to the gross floor area being used for the home industry to ensure that it remains limited in scale and secondary to the residential use.

To provide clarification and flexibility, the definition of Home Industry could be modified to read, as follows:

*HOME INDUSTRY shall mean a gainful occupation, **secondary to a Residential Use, which includes fabrication, light manufacturing, processing, assembly or repair***

~~of goods that is including an electrical, woodworking, carpentry, window frame, welding, plumbing, machine or small engine repair shop, or a live bait supplier. A Home Industry is conducted entirely in an accessory building, or part of an accessory building~~ **and/or part of a residential dwelling** on a Rural Residential or Remote Residential lot. ~~by the residents.~~—A home industry may include, but not be limited to, such uses as electrical, woodworking, carpentry, window frame, welding, plumbing, machine or small engine repair shop, or a live bait supplier. A home industry does not include a contractor's yard.

Permitting a home industry, or a part thereof, to be located within a portion of the residential dwelling would also necessitate a revision to Section 6.22 of the Zoning By-law.

We would suggest a rewording of subsection (d), and the addition of the following as subsection (e), and the renumbering of the subsequent subsections.

- (d) *such home industry is clearly secondary to the main residential use, **and** does not change the residential character of the dwelling **and lot**;*
- (e) *in no case shall the accessory building, **or part thereof, and/or portion of the residential dwelling** used for the home industry have a **combined** gross floor area greater than forty percent (40%) of the ground floor area of the dwelling;*

We note that the Municipality's Zoning By-law does not permit a home industry as of right. While the term "Home Industry" is defined within the Zoning By-law and general provisions are outlined in Section 6.22, the specific regulations within the three zones that are referenced (R1, R2 and R3) state that a home industry is only permitted subject to a site specific rezoning. This is reasonable approach, as a rezoning allows for consideration of each home industry proposal on a site specific basis; within the context of the proposal itself and the area in which it is to be located. A rezoning is also subject to a formal public consultation process which provides opportunities for the area residents to review and provide comments on that specific proposal.

HOME OCCUPATION USES

1. Existing Provisions

The Municipality's Zoning By-law defines a Home Occupation as follows:

HOME OCCUPATION shall mean any gainful occupation which is conducted within the dwelling unit by the resident(s) of the dwelling, and such home occupation is clearly secondary to the main residential use, does not change the residential character of the dwelling and as further defined in this Zoning By-law.

As set out in Section 6.23 of the Zoning By-law, the following general provisions would apply to home occupations:

A Home Occupation may be carried out in certain zones, where permitted, subject to the following:

- (a) no person, other than a resident of the dwelling unit and one non-resident employee may be employed in the home occupation, except in the R1, R2 and R3 Zones where two non-resident employees may be employed in the home occupation;
- (b) there is no display, other than an un-illuminated sign not greater than one (1.0) square metre in size, to indicate to persons outside that any part of the dwelling unit or lot is being used for a purpose other than a dwelling unit, except in the, R1 and R2 Zones where no such sign is permitted;
- (c) such home occupation is clearly secondary to the main residential use and does not change the residential character of the dwelling unit nor creates or becomes a public nuisance, particularity in regard to noise, noxious odours or emission of smoke, traffic or parking;
- (d) such home occupation does not interfere with television or radio reception;
- (e) there is no outside storage of goods or materials and there is no use of any part of an accessory building;
- (f) not more than twenty five per cent (25%) of the gross floor area of the dwelling unit or forty six (46.0) square metres, whichever is the lesser, is used for the purposes of a home occupation;
- (g) such home occupation uses may include a service or repair shop, a personal service shop, tradesperson, the office of a doctor, dentist, lawyer, or a real estate agent, insurance agent, planner, architect, or engineer, professional offices but a clinic, a hospital, a nursing home, a tea room and an animal hospital shall not be deemed to be home occupations;
- (h) when retail sales are carried out as part of a home occupation located on a lot accessible by a municipally maintained road, one on-site parking space shall be provided in addition to any required for the dwelling unit and employees;
- (i) (By-law 13-1121) except in the R1 and R2 Zones, one parking space shall be provided for each employee not residing in the residence.

For an office, including a home occupation, Section 6.33 of the Zoning By-law requires the provision of 1 parking space per 30 square metres of gross floor area. This would be in addition to the minimum parking that must be provided for the residential unit.

Home Occupation uses are listed as permitted uses within the Remote Residential (R1) Zone (Section 7.4.1), the Remote Residential (R2) Zone (Section 7.5.1), the Rural Residential (R3) Zone (Section 7.6.1), and the Low Density Residential (RL) Zone (Section 7.7.1.1). Within each of these zones the home occupation must be in accordance with the provisions of Section 6.23.

2. Discussion of Potential Amendments to Zoning By-law Provisions

In this case, the wording of the definition of a home occupation is broader, however, Section 6.23(g) sets out a list of example home occupation uses. As noted previously, concern has been expressed that this list may be interpreted as a complete list rather than simply examples. To add clarification as to the interpretation of this section, we would suggest that Section 6.23(g) be modified to read as follows:

*(g) such home occupation uses may include, **but not be limited to, such uses as** a service or repair shop, a personal service shop, tradesperson, the office of a doctor, dentist, lawyer, or a real estate agent, insurance agent, planner, architect, or engineer, professional offices but a clinic, a hospital, a nursing home, a tea room and an animal hospital shall not be deemed to be home occupations;*

The most recent matter which has prompted the Municipality's discussions regarding home occupations and home industries, the Simpson Diving Facility, included the notion of "teaching" or "instruction" as a home occupation use.

The idea of including home teaching and a small learning facility as part of the current list in section 6.23(g) was raised in response to review and consideration of the Simpson Diving Facility proposal. Based on a review of the Municipality's current home occupation provisions, indoor teaching such as one-on-one/small scale tutoring, video training, etc. would be permitted, subject to compliance with all of provisions of Section 6.23. Verbiage could be added to this section to formally address private teaching or instruction. Such as,

*(g) such home occupation uses may include, **but not be limited to, such uses as** a service or repair shop, a personal service shop, tradesperson, the office of a doctor, dentist, lawyer, or a real estate agent, insurance agent, planner, architect, or engineer, professional offices, **indoor teaching/tutoring/instruction** but a clinic, a hospital, a nursing home, a tea room and an animal hospital shall not be deemed to be home occupations;*

We would suggest, however, that the Municipality consider also adding provisions to limit the scale of this type of use beyond the maximum square footage which is currently in place. Such provisions could be based on limiting the quantify of student taught at any given time, limiting the quantity of students over a 24 hour period. The intention would be to limit any issues which could arise with respect to on-street parking, traffic and/or noise at any given time. An additional provision could be included, such as:

The total cumulative number of on-site clients or attendees of lessons, classes, instruction, treatment or service provided by a home occupation located in a principal dwelling unit or structures accessory thereto shall be limited to a maximum of 5 at any one time, and no more than a total of 20 over a consecutive 24 hour period

The question raised for the divining facility proposal related more to that component of the instruction which was being conducted outdoors. Based on our research, outdoor instruction, particularly referring to outdoor swimming lessons, has been the topic of

discussion and review by other municipalities as well. There are varying opinions as to whether these should be considered appropriate home occupation uses, specifically given potential noise impacts to surrounding properties.

We would caution against encouraging home occupation, or home industry, uses outdoors as this may result in negative impacts on the surrounding properties, i.e. noise. It is recognized that small scale private outdoor instruction may not create any more noise than the outdoor private recreational use of a property by a property owner and their family/friends, however, this private recreational use tends to be somewhat more limited in scale and consistency.

Applications for these types of uses could be considered via amendment, and would be based on their site specific merits.

Based on our research, some municipalities have permitted home occupation uses to be located in an accessory structure.. The examples within the Municipality's current home occupation provisions refer to a tradesperson, which is defined as a "carpenter, plumber, electrician, welder, general contractor or a person engaged in a similar occupation, providing a service to the general public". It may be that the use of an accessory structure for related equipment or materials could be an integral part of the home business. The Municipality may wish to consider permitting the use of an accessory building for a home occupation use. If so, we would suggest that specific provisions be included to limit the overall gross square footage being used for the home occupation. This would assist in ensuring that the home occupation is limited in scale. We would also suggest that the Municipality may want to consider limiting the home occupation use of an accessory building to properties with a specific lot area minimum. This provision would then relate to a rural lot versus a more urban residential lot. To provide for the use of an accessory structure, the definition of Home Occupation would have to be modified, for example

*HOME OCCUPATION shall mean any gainful occupation which is conducted within the dwelling unit **or an enclosed accessory structure**, by the resident(s) of the dwelling, and such home occupation is clearly secondary to the main residential use, does not change the residential character of the dwelling and as further defined in this Zoning By-law.*

This would then necessitate an amendment to Section 6.23 to ensure that the use is still limited in scale and potentially to limit this provision to lots with more of a rural character. For example,

An accessory building or structure may only be used for the purpose of a home occupation if the lot is a minimum of 1 hectare in size and the home business does not occupy more than 50 square metres of the accessory building or structure;

The minimum 1 hectare would limit the use of an accessory building to rural and remote residential lots. The maximum gross floor area provisions of Section 6.23(f) would continue to apply; being not more than twenty five percent (25%) of the gross floor area of the dwelling unit or forty six (46.0) square metres, whichever is the lesser.

D. ADDITIONAL CONSIDERATIONS - SHORELINE AREAS

There is a considerable amount of waterfront/shoreline areas within the Municipality. As evidenced in the policies of the Municipality's Official Plan, Shoreline Areas are to be protected. Specific Official Plan policies speak to this matter. In Section 2.17 of the Municipality's Official Plan, it states:

It is a goal of the Municipality to maintain shorelines and the area between the shoreline and any buildings in their natural state and as a vegetative buffer, to protect the visual and environmental integrity of the lakes. The principle of development in the vegetative buffer shall be minimal disturbance on the ground, shrub and canopy layers.

Such policies go on to speak of a Shoreline Activity Area and includes the following:

Such Shoreline Activity Area is a portion or cumulative portions of a shoreline frontage of a lot where accessory shoreline structures such as boathouses, docks, pumphouses, gazebos and decks are permitted, as well as access to the water for activities such as swimming or boat launching. To maintain an appropriate balance between a natural shoreline and built form, the Shoreline Activity Area should be focused within a defined area and be limited in extent. The extent of the Shoreline Activity Area shall be a function of the shoreline frontage and the primary use of the lot and shall be set out in the Zoning By-law.

Section 6.40 of the Municipality's Zoning By-law sets out specific provisions relating to the extent and use of a Shoreline Activity Area. Some of these provisions relate to remote or rural residential lots on which home occupation and home industry uses would be permitted and/or considered. In keeping with the policies of the Official Plan, we would recommend that the Municipality consider including a provision in Sections 6.22 and 6.23 that any structure (accessory or main residential building) to be used for a home occupation or home industry cannot be located within a Shoreline Activity Area.

E. SUMMARY AND RECOMMENDATIONS

The existing Zoning By-law provisions could be reworded to provide some clarification as to the interpretation of the examples of uses which have been referenced. Such amendments would not necessarily address the broader question of being "more permissive rather than restrictive". Other amendments could be considered by the Municipality, as discussed previously in this report.

The premise of encouraging local economic activity through home industry and/or home occupation uses is valuable but complicated. Any modifications to the current Zoning By-law provisions, including those discussed in this report, should be thoroughly vetted to ensure that they meet the needs of the proponents while protecting the interests of the surrounding property owners. We note that any amendments to the Zoning By-law would of course be subject to the full public consultation process and that it may be more fruitful for this to be part of a broader more comprehensive review of the Zoning By-law.

As it specifically relates to the Diving Facility matter, we put forward the following two options for Council's consideration:

OPTION 1 – Advise the Diving Facility operator to amend its current operations.

As detailed in the June 2018 report, there are two components of the Diving Facility operation which would not comply with the current Zoning By-law provisions relating to Home Occupations; the use of the accessory building to house the compressor used to fill the tanks and the in-water training/diving component of the business. Home Occupations are to be conducted within a dwelling unit.

The one-on-one instruction, video training, etc. which is located within the dwelling would be permitted by the Municipality's current Zoning By-law. We would suggest that the owner investigate alternative arrangements for the filling of the tanks and the in-water training component. For example, the in-water training/diving component may be able to be accommodated from another appropriate location rather than to and from the shoreline or dock of the residential property.

With appropriate alternative arrangements in place and subject to compliance with all other provisions of the Zoning By-law, the Diving Facility could continue as a Home Occupation use. The Municipality could still proceed with potential amendments to the Zoning By-law to consider broadening the Home Occupation provisions, however, the property owner would be able to carry on with a modified Diving Facility operation until such time as the Zoning By-law amendments have been appropriately vetted and dealt with through the required Planning Act process.

OPTION 2 – Require the Diving Facility operator to submit a Zoning By-law Amendment Application.

To permit the continued use of the property for the Diving Facility, as it currently operates, would necessitate the submission of a Zoning By-law Amendment application to modify the Home Occupation provisions on a site specific basis. The property owner would be required to submit the necessary application and the application would be subject to the Planning Act process, including the provision of notice and the holding of a statutory public meeting. This process would allow for due consideration of the specific proposal while providing for comments from the public and any agencies having jurisdiction. This would require the submission of application fees, in keeping with the Municipality's Fee By-law, whereby the proponent would be bearing the associated costs for application review and processing.

We are not suggesting that the submission of a Zoning By-law Amendment application would guarantee an approval. The processing of a site specific Zoning By-law Amendment Application would, however, be less complicated and not as lengthy as the processing of amendments to the Zoning By-law on a municipal-wide basis.

Respectfully Submitted,
MHBC Planning

A handwritten signature in black ink, appearing to read 'J. Robinson', with a stylized, flowing script.

Jamie Robinson, BES, MCIP, RPP
Partner

A handwritten signature in black ink, appearing to read 'C. Kellington', with a stylized, flowing script.

Carolyn Kellington, MCIP, RPP
Associate



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April 18, 2019

Dan O'Mara
Mayor of the Municipality of Temagami
7 Lakeshore Drive
Temagami, ON

Re: Broadband Scope of Work – Amedeo Bernard Consulting (ABC) - Phase 1

Mayor O'Mara

Jamie Koistinen, Community Infrastructure Manager for Temagami First Nation met with Chief and Council at their duly convened meeting on April 16, 2019 and presented the attached Broadband Scope of Work Proposal. This letter serves as our commitment of a 50/50 partnership for the \$15,000 base fees as outlined in the proposal. The motion reads as follows;

"Regarding the Temagami First Nation Community Broadband Project presentation by Jamie Koistinen: to proceed with exploring the broadband and cell scope project for Temagami First Nation in 50/50 cost partnership with Phase 1 - with the Municipality of Temagami (each community responsible for \$7,500 of the base fee proposal - \$15,000 for the entire project)."

Moved by Councillor Alice Becker

Seconded by Councillor Wayne Potts

Carried

Please contact me should you require any other information to ensure our commitment to this joint venture.

Thank you

for
Virginia Paul
Executive Director
Temagami First Nation

The letter from the Temagami First Nations mentions a Broadband Scope of Work Proposal. This document has been labeled “Confidential” and “Not for Distribution” by the author. While this could be a subject for a discussion in Closed Session (239(2)(i)), due to the timing necessary to get the project started, rather than considering the document in its entirety, focusing on what Phase 1 would provide for the fee of \$7,500 plus expenses is considered to be prudent in the circumstances.

Phase 1 – Deliverables:

- i. Perform a “desktop” gap and needs analysis using publicly available resources and data.
- ii. Conduct site visits to identify visible telecommunications infrastructure in the communities. The study will focus on terrestrial-based services such as existing copper, coax and fibre plant. Buried services will be identified and/or assumed dependent on service markers and/or weather conditions. Mobile and fixed wireless services will be noted where feasible and to the extent service providers will supply information.
- iii. To the extent feasible, engage regional telecommunications service providers as a source of information.
- iv. Prepare, conduct and analyze community-based surveys with the assistance of the Prime Communities.
- v. Acquire data sets including Speed Test Data and other statistical information as might be feasible with the assistance of the Prime Communities.
- vi. Provide an overview of relevant regulatory matters that might have an impact on the project (ie: open access policy, basic service determination and potential access to new funding).
- vii. Prepare a consolidated report outlining the current status of regional connectivity, needs, infrastructure gaps, risk matrix and recommendations.
- viii. Prepare a high-level project budget based on the recommended methodologies.
- ix. Provide status updates to the Prime Communities’ project liaison.

This is provided in support of the resolution to ensure Council is aware of what is to be provided for the requested fee.



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Cellular Network Builds

Industry Regulatory Matters

Amedeo was honoured to have been selected from thousands of leaders from across Canada to participate in the 2012 Governor General's Canadian Leadership Conference themed "**Leadership and Sustainable Communities**". Held every four years, the Conference was created to broaden the perspectives of leaders in business, unions and public administration. This experience further enhanced his ability to make decisions that are based on a practical understanding of the influence our organizations have on the general welfare of our communities and Canada as a whole.



Corporation of the Municipality of Temagami

Memo No.
2019-M-073

Memorandum to Council



Staff



Committee

Subject: Draft Procedural By-Law

Agenda Date: April 25, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-073;

AND FURTHER THAT Council direct Staff to place the By-Law on the agenda for the May 23, 2019 meeting for Council's consideration.

INFORMATION

Accompanying this report is the draft procedural by-law. Please note that page numbering and headers/footers will be reviewed for accuracy prior to the by-law being presented for Council's consideration.

There are some structural changes. The most notable being that the procedures are consistent regardless what type of meeting is being held. This is a change from our present by-law which appears to have a different set of rules for each type of meeting which had the effect of adding to the complication and confusion that, at times, surrounded the application of procedural rules.

Another structural change being proposed with the new by-law is the elimination of 'unregistered delegations'. This practice, on its face, is contrary to the requirement of the Municipal Act that public notice is to be provided. Without knowing who may want to speak or what their subject matter is, it is not possible to ensure appropriate notice is provided to the Public regarding the topics on the agenda.

This should not be viewed as an attempt to limit the Public's ability to address matters of concern with Council at the Regular Meetings but rather to provide a structure by which Council can do more than thank them for their presentation. In order to make a presentation, verbal or otherwise, the minimum requirement is the name and subject matter. If the presenter is hopeful that Council will make a decision based on their presentation then more information, including the 'ask' should be in the Agenda Package. By adopting this format, Members of the Public can address concerns with Council and Council can actually enter into a dialogue with the knowledge that appropriate notice has been provided.

The requests for delegations would need to comply with the timing of agenda preparation. As with other items, this is 8 calendar days prior to the meeting. Staff may, if there are a large number of requests received for any one meeting, may schedule delegations over a number of meetings to ensure Council has time to tend to the business at hand.

Another structural change is the use of additions to agendas or addendums. If the by-law is prescribing rules for when reports or items are to be received to be included on the agenda then they should not just be set aside when it suits. Especially with Council meeting twice per month, there is not a great deal of time between meetings. If an item arises that required a decision before the next Regular meeting Council does have the Special Meeting provisions at its disposal. This would also alleviate past concerns of what can be added when other items cannot and will work to ensure that notice to the public is paramount in the calling of meetings.

Some areas of the draft procedural by-law are yet to be finalized. For example, Section 2.7 provides that the Clerk can attend via electronic means. While we may wish to permit Staff to do this, in my opinion, there should be one of either the Clerk or the Deputy Clerk present in Chambers during the meeting.

Section 2.17 calls for votes to be by-way of 'show of hands'. Recently, Council had adopted voting verbally so those who listen to the tapes would know how Members voted. Submitted for consideration is that hearing yeas and nays does not necessarily provide the listener the knowledge of how each member has voted any more than having the Mayor declare the motion carried or defeated. There is a provision in this section whereby any member, before, during, or after a vote, can call for the vote to be recorded. With a recorded vote, the Clerk (or designate) reads out each Member's name and the Member replies with their vote. This section should be altered to reflect the desire of Council.

Section 2.20 deals with amendments to motions. While the section does not require changes, consideration could be given to the number of amendments that will be accepted for any one motion before the motion is withdrawn and redrafted. It should be remembered that part of Staff's function is to make recommendations and the draft resolutions presented are based on those recommendations. While amendments are part of the natural course of Council addressing the recommendations, it may be less confusing, at times, if the draft resolution was either withdrawn or defeated with a vote with an alternative new resolution being presented for Council's consideration.

Section 2.21 deals with reconsiderations. The section states that only members who have voted in the majority can move for the motion to be reconsidered. This is difficult to administer since, unless a recorded vote has been requested, the minutes of the meeting do not record how members have voted. Consideration could be given, in concert with the limitation on how many times a request for reconsideration can be made, to permit any member to request the reconsideration with more explanation on how requests at the same meeting versus requests from previous meetings will be handled. Simplified, if at the same meetings, the resolution would be moved, seconded, limited debate on why it should be reconsidered then the vote called with a simple majority being required to reconsider the item. The item can then be discussed.

If at a prior meeting, the resolution would be made, seconded, limited debate, vote with two-thirds, or five (5) members voting in favour of reconsideration being required. If reconsideration is approved, the subject matter will be placed on the next agenda. This process will ensure efficient use of Staff time.

Direction on these points will be included in the draft by-law presented on May 23, 2019. At that meeting, if there are still some alterations to the procedural by-law that Councils wishes to include, a first reading of the by-law could occur followed by directions on these amendments.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Council Procedural By-Law

Municipality of Temagami

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The Corporation of the Municipality of Temagami

By-Law Number _____

BEING a By-Law to establish rules governing the proceedings of Council, the calling of Meetings and the conduct of Members, Staff and the Public.

SHORT TITLE – This By-Law may be cited as the “Procedural By-Law.”

WHEREAS a Municipality is a level of government and requires formality and procedures in Meetings so that clear, informed, written decisions, direction, Resolutions and by-laws can be both adopted and implemented.

AND WHEREAS Council, pursuant to section 238 of the *Municipal Act*, 2001, is required to establish the procedures governing the Meetings of Council and Committees, the conduct of its Members and the calling of Meetings.

AND WHEREAS Council must adopt by by-law, the procedures which address the rules of order which shall be observed in all proceedings of Council, Committees of Council and Local Boards unless specifically provided otherwise.

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami enacts as follows:

Preamble

In addition to this By-Law, Members of Council are governed by the following documents and legislation:

- *Municipal Act*, 2001
- *Municipal Conflict of Interest Act*
- Municipal Code of Conduct, By-Law 13-1138
- *Municipal Elections Act*
- *Municipal Freedom of Information and Protection of Privacy Act*
- *Accessibility for Ontarians with Disabilities Act*
- *Occupational Health and Safety Act*
- Workplace Harassment/Workplace Violence Policy, By-Law No. 15-1226
- Staff Council Relations Policy
- Social Media Policy, By-Law No. 14-1202
- *Planning Act*
- Accountability and Transparency By-Law, No. 10-939
- Travel Expenses Policy, By-Law 14-1215

Members of council shall be familiar with the above-noted documents and legislation and shall rely upon them when making decisions and exercising their powers.

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1. Definitions

In this By-Law:

1.1 Ad-Hoc Committee.

“Ad-Hoc Committee” means a Committee to advise Council on a specific issue or project. An Ad-Hoc Committee shall be governed by clear terms of reference, set out in a Resolution or By-Law which includes language indicating when the Committee will cease to exist.

1.2 Agenda.

“Agenda” means the list of business to be conducted at a Meeting.

1.3 Chair.

“Chair” means the person presiding at a Meeting.

1.4 Clerk.

“Clerk” means the person appointed by the Municipality pursuant to Section 228 of the *Municipal Act*, and other relevant legislation.

1.5 Committee of the Whole.

“Committee of the Whole” means a Committee of all Members of Council.

1.6 Consent Agenda.

“Consent Agenda” means a list of items of a routine nature that do not require substantial discussion or debate at a Council Meeting. Items on the Consent Agenda are approved in a single Resolution.

1.7 Council.

“Council” means the elected Members of the Municipal Council.

1.8 Council Package.

“Council Package” means a copy of the Agenda, Closed Meeting Agenda, Reports and all other information that Members require prior to a Meeting.

1.9 Closed Meeting.

“Closed Meeting” means a Meeting of Council or Committee that is not open to the public pursuant to Section 239 of the *Municipal Act* or other legislation.

1.10 Deputy Mayor.

“Deputy Mayor” means a Member of Council appointed, in accordance with the Municipality’s policies, to act in the place of the Mayor when the Mayor is absent.

1.11 Electronic Meeting.

“Electronic Meeting” means a Meeting where any Member is not physically present but participates via electronic means of communication. Such Member does not count for Quorum. The Member participating electronically can vote. The Member participating electronically may not participate in a Closed Meeting.

1.12 Emergency Meeting.

“Emergency Meeting” means a meeting, held without written notice where there is insufficient time to provide notice of a Special Meeting, to deal with an Urgent Matter confronting the Municipality.

1.13 Ex Officio.

“Ex Officio” means that the Mayor is a Member of all Committees of Council established by Council, unless prohibited by law. The Mayor, as an Ex Officio Member, is not entitled to vote unless legally specified otherwise.

1.14 Head of Council.

“Head of Council” means the Mayor or, in the absence of the Mayor, the Deputy Mayor.

1.15 Local Board.

“Local Board” means a Local Board as defined in the *Municipal Act*, and shall include the Public Utilities Commission, Police Services Board, Health Service Board and Public Library Board.

1.16 Meeting.

“Meeting” means any regular, special or other Meeting of Council, a Local Board or a Committee where a Quorum of Members is present, and Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the Council, Local Board or Committee as stated in Section 238 of the *Municipal Act*.

1.17 Member.

“Member” means a Member of Council, Local Board or Committee.

1.18 Motion.

“Motion” means a written question moved and seconded by two Members, presented at a Meeting, read by the Chair or Clerk/Secretary subject to debate and voting by Council or a Committee. When a Motion passes, it becomes a Resolution or By-Law.

1.19 Motion to Amend.

“Motion to Amend” means a Motion to vary the main Motion before Council or a Committee.

1.20 *Municipal Act.*

“*Municipal Act*” means the *Municipal Act*, 2001, S.O. c.25. as amended.

1.21 Municipality.

“Municipality” means the Municipal Corporation of the Municipality of Temagami.

1.22 Notice of Motion

“Notice of Motion” means an advance notice to Members regarding a matter on which Council will be asked to take a position.

1.23 Officers.

“Officer(s)” means a person, such as the Treasurer/Administrator, Clerk, Chief Building Official, Fire Chief and Integrity Commissioner, who holds a position of responsibility with definite rights and duties prescribed by statute or By-Law.

1.24 Order of Business.

“Order of Business” means the sequence of business to be introduced and considered in a Meeting.

1.25 Point of Procedure.

“Point of Procedure” is a verbal statement made by a Member to the Chair when the Member believes there has been a contravention of the rules laid out in the Procedural By-Law.

1.26 Presentation.

“Presentation” means a person or group (including a Member, staff or Public) who provides information to Council or Committee.

1.27 Quorum.

“Quorum” means a majority of Members of Council or Committee.

1.28 Recorded Vote.

“Recorded Vote” means a vote in Council or Committee where the names of the Members and the position in favour or against a Motion are recorded in the minutes.

1.29 Regular Meeting.

“Regular Meeting” means a scheduled Meeting held at regular intervals in accordance with the approved schedule of Meetings.

1.30 Report.

“Report” means a written or other Report from the Treasurer/Administrator, Clerk, Department Heads, Staff or Committee which is approved by the Treasurer/Administrator or Clerk.

1.31 Resolution.

“Resolution” means a Motion that has been approved by Council.

1.32 Special Meeting.

“Special Meeting” means a Meeting that is called for a specific time and for a specific purpose to deal with an important matter that has arisen between Regular Meetings.

1.33 Standing Committee.

“Standing Committee” means a Committee comprised solely of Members of Council.

1.34 Unfinished Business.

“Unfinished Business” means matters listed in the Agenda which have not been dealt with in their entirety at a previous Meeting.

1.35 Treasurer/Administrator

“Treasurer/Administrator” means the person appointed by the Municipality pursuant to Section 229 of the *Municipal Act*.

1.36 Urgent.

“Urgent” means, for the purposes of calling an Emergency Meeting, a matter that is occurring or imminent, and if not brought forward immediately, could result in or cause:

- a. Danger to the life, health or safety of individuals;
- b. Damage to property;
- c. An interruption of the essential services provided by the Municipality;
- d. Immediate and significant loss of revenue by the Municipality;
- e. Legal Issue and/or
- f. Prejudice to the Municipality.

2. General Meeting Rules

2.1 Rules – to be observed at all times

The rules contained in this By-Law shall be observed in all Meetings of Council and with necessary modifications in every Committee Meeting.

2.2 Suspending Procedural By-Law

This By-Law may be suspended, except for those rules or regulations set out by legislation, with the consent of at least two-thirds of the Members of Council and may be suspended before, during or after a Meeting.

2.3 Mayor

The Mayor shall act as the Chair for all Council Meetings. The Mayor may delegate his or her authority to Chair any Meeting.

2.4 Absence of Mayor

In the absence of the Mayor, if he or she refuses to act or if the office is vacant, the Deputy Mayor shall carry out the Mayor's duties and shall have all the rights, powers and authority of the Head of Council.

2.5 Absence of Deputy Mayor

If both the Mayor and the Deputy Mayor are unable to act as Head of Council for a Meeting, Council shall appoint an Acting Mayor who shall have all the rights, powers and authority of the Head of Council for the purposes of that Meeting. The Clerk shall call the Meeting to order.

2.6 Meeting Location

Unless otherwise authorized by Council, all Meetings of Council shall be held in the Council Chambers, at the Temagami Welcome Centre, located at 7 Lakeshore Dr, Temagami, Ontario, Canada.

2.7 Clerk

A Clerk or Deputy Clerk must be present at all Council Meetings or other Meetings where there is a Quorum of Council. The Clerk or Deputy Clerk may attend by electronic means.

2.8 Quorum

Quorum must be present at all Meetings. (2.8.1)

If Quorum is not present fifteen (15) minutes after the time appointed for the Meeting, the Meeting will be automatically adjourned until the next Regular Meeting or until a Special Meeting is called to deal with matters intended to be dealt with at the adjourned Meeting. (2.8.2)

The Clerk shall record the names of the Members present at the fifteen (15) minute time limit, will include those names on the Minutes for the adjourned Meeting and will include those Minutes on the Agenda for the next Meeting. (2.8.3)

If at any time during a Meeting there is not Quorum, the Meeting shall automatically be recessed until there is Quorum again or until the Chair adjourns the Meeting. (2.8.4)

2.9 Minutes

Minutes of all Meetings will be recorded without note or comment. (2.9.1)

After approval, minutes of all Meetings, except Closed Meetings, will be posted in accordance with the applicable municipal policies. (2.9.2)

2.10 Arriving Late/Leaving Early

If a Member arrives after a Meeting has started or leaves before the end of the Meeting, the Clerk will record in the minutes the time of arrival/departure. If a Member needs to leave before the end of a Meeting, they must inform the Chair and be excused. The best practice is to advise the Chair at the beginning of Meeting that the Member needs to leave before the end of the Meeting.

2.11 Staff Attendance

Staff have a statutory duty to provide advice to Council. As such, staff, and particularly Officers and Department Heads, are expected to attend Council Meetings and to provide advice on a regular basis. Staff and Officers shall attend Meetings of Council when required by the Treasurer/Administrator or Clerk.

2.12 Declarations of Conflicts of Interest

Where a Member has a pecuniary interest and discloses that interest in accordance with Section 5 of the *Municipal Conflict of Interest Act*, the Member will:

1. Provide a written statement of the interest and its general nature to the Clerk in accordance with **Schedule A**;
2. Will vacate Council Chambers while the issue is considered; and,
3. Will take no steps to influence the decision in any way, either prior to, during or after the Meeting, even if the Member did not attend the Meeting where the matter was discussed. (2.12.1)

If the Member is not at a Meeting where a matter in which they have a conflict of interest was discussed, they must declare the conflict at the next Meeting and complete the written statement. Alternatively, if the Member knows they will not be at the Meeting where they have a conflict of interest in an item Council will consider, they can advise the Clerk and complete the declaration prior to the Meeting. (2.12.2)

Members will, at all times, comply with their statutory obligations pursuant to the *Municipal Conflict of Interest Act*. (2.12.3)

2.13 Rules of Debate

The Chair shall preside over the Meeting, ensure good order and decorum, and rule on procedural questions. (2.13.1)

All Agenda items to be discussed are to proceed by Motion. (2.13.2)

Each Motion requires a moving Member and a seconding Member. If no Member agrees to move or second the Motion, the item will be struck from the Agenda and will not be subject to debate. (2.13.3)

The Chair or the Clerk will read the Motion or question. (2.13.4)

The mover has the first right of speaking on that Motion, after the Chair. (2.13.5)

The seconder has the next right of speaking on the Motion after the Chair and the mover have spoken. (2.13.6)

After the Chair, the mover and the seconder have spoken, the Chair will canvas each remaining Member for their opinion on the Motion. (2.13.7)

After being recognized by the Chair, every Member shall respectfully acknowledge the Chair before speaking on any matter. (2.13.8)

A Member shall not speak a second time on a matter until all Members have had a chance to speak, except:

- a. With permission of Council,
- b. If questioned by another Member;
- c. To explain comments which the Member believes have been misunderstood; or,
- d. In the case of the mover of a Motion, in reply just before the Chair and after everyone else has spoken. (2.13.9)

No Member, without the permission of Council or the Committee, shall speak to a matter or in reply for longer than five (5) minutes. (2.13.10)

Motions and amendments to a Motion must be moved and seconded by the mover and seconder. (2.13.11)

A Motion may be withdrawn at any time prior to the vote thereon with the consent of the majority of Members present. (2.13.12)

When a matter is being debated, no other Motion shall be entertained other than a Motion:

- a. to refer the matter to a certain body;
- b. to amend the Motion;
- c. to defer the Motion;
- d. to adjourn the Meeting;
- e. that the vote be taken. (2.13.13)

A Motion to refer or defer shall be heard before any Motion or amendment, except a Motion to adjourn. (2.13.14)

A Motion to refer shall require direction as to the body to which it is being referred and a date the body is to Report to Council or Committee. A Motion to refer is not debatable. (2.13.15)

A Motion to defer must give a reason and a date to which the matter is deferred. Only the date of deferral is debatable. (2.13.16)

A Motion that the vote be taken shall not be entertained by the Chair until each of the Members has had an opportunity to speak on the matter at least once. (2.13.17)

Once a Motion that the vote be taken is passed, the original Motion and any amendments shall be voted upon without further debate. (2.13.18)

2.14 Conduct

Members are required to follow the Municipality's Code of Conduct during all Meetings.

No Member shall:

- a. Speak disrespectfully of the Mayor, Deputy Mayor, Member, Staff, or any Member of the Public;
- b. Engage in private conversation while in the Council Chambers in such manner as to interrupt the proceedings of council;
- c. Speak on any subject other than the subject in debate unless raising a point of privilege or procedure;
- d. Speak in open Council about matters discussed in a Closed Meeting until authorized by Council;
- e. Interrupt a Member who is speaking by speaking out, or making a noise or disturbance, except to raise a procedural question; and
- f. Disobey the procedural rules or the decisions of the Chair or of the Council or Committee. (2.14.1)

At a Meeting, no person shall:

- a. Speak disrespectfully of the Mayor, Deputy Mayor, a Member, any staff person, or any Member of the Public;
- b. Use offensive words;
- c. Disobey the procedural rules or the decisions of the Chair or of the Council or Committee;
- d. Leave his or her seat while a vote is being taken and until the results of the vote are declared;
- e. Make any disruptive noise or disturbance;
- f. Enter the Meeting while a vote is being taken;
- g. Walk between a Member who is speaking and the Chair; and
- h. Display signs or placards, applaud, engage in conversation or any other behavior, which may disrupt debate. (2.14.2)

Electronic devices must be silenced during a Meeting and must not be used to disrupt a Meeting. (2.14.3)

No persons, except Members, the Clerk or the Secretary of a Committee, may approach Members without permission from the Chair. (2.14.4)

No person shall speak aloud at a Meeting or address Members without first receiving permission from the Chair. (2.14.5)

All remarks shall be addressed to the Chair. Members of the Public will not routinely be recognized and permitted to speak during a debate.

Members of the Public may not be recognized unless it is to ask a question during Question Period. (2.14.6)

Any person who contravenes any of the rules in this By-Law are guilty of misconduct and, after an initial warning, may be removed from the Meeting by the Chair. (2.14.7)

2.15 Questions during Debate

A Member may, through the Chair, ask a question arising out of or request an explanation of the previous speaker's remarks. (2.15.1)

A Member may, through the Chair, ask questions during the discussion on any item on the Agenda and ask questions on the item to any staff of the Municipality in attendance at the Meeting. (2.15.2)

Any Member may, at any time during the debate, request that a Motion under discussion be read by the Chair. A Member may only make such a request once and may not interrupt another Member while they are speaking. (2.15.3)

2.16 Points of Procedure

When a Member believes there is a violation of this By-Law, the Member shall state that they wish to raise a Point of Procedure. Once recognized by the Chair, the Member shall raise the Point of Procedure. A Point of Procedure can only be raised during the Meeting. (2.16.1)

Upon raising the Point of Procedure, a Member shall explain the violation of the rules and the Chair shall rule upon the Point of Procedure. (2.16.2)

Once the Point of Procedure has been dealt with, the debate shall resume, unless the ruling has changed this procedure. (2.16.3)

Any Member may appeal a ruling of the Chair by announcing their appeal to the Members. An appeal must be made immediately following the Chair's ruling. If the appeal is not made immediately, the Chair's ruling shall be final. (2.16.4)

Upon appeal, the Member shall state the reasons for the appeal. The Chair may then indicate why the appeal should be rejected. (2.16.5)

Without debate on the appeal, the Members, apart from the Member making the appeal and the Chair, shall vote on the appeal. (2.16.6)

If the appeal is upheld by the majority of voting Members, the Chair shall change his or her ruling accordingly; if the appeal is rejected then the ruling stands. (2.16.7)

No Member shall disobey the rules of Council or a decision of the Mayor, Chair or Council on questions of order or procedure or an interpretation of the rules of Council. (2.16.8)

Where a person (including a Member) has been warned about misconduct and has continued the conduct, the Chair may expel the person from the Meeting. If such person refuses to leave, the Chair may recess or adjourn the Meeting without any Motion to do so until such time as the person has left the Meeting room. (2.16.9)

If the person engaging in misconduct is a Member and the Member apologizes, he or she may, by vote of the majority Council, be permitted to retake his or her seat. (2.16.10)

2.17 Voting - General

Once the vote is called by the Chair, no Member shall speak to any issue, ask any question or present any other Motion until the vote has been taken. (2.17.1)

Voting shall be by way of a "show of hands" in favour or against, except when a Recorded Vote is requested. (2.17.2)

A Member may request a Recorded Vote on any Motion. Such request made me made before, during or after the vote. When a Recorded Vote is requested, the Clerk shall call each Member's name in alphabetical order and request and record their vote on the Motion. Notwithstanding the alphabetical calling of names, the Chair shall vote last in a Recorded Vote. After completion of a Recorded Vote, the Clerk shall announce the result. (2.17.3)

If a Member present at a Meeting fails to or refuses to vote, their vote will be counted as a vote against the Motion. (2.17.4)

The Chair shall announce the results of the vote once the vote is completed. (2.17.5)

If during a non-recorded vote, a Member disagrees with the Chair's results of the vote, the Member may object immediately to the Chair's declaration and require a Recorded Vote be taken. (2.17.6)

If there is a tie vote, the Motion will be defeated. (2.17.7)

When the question under consideration contains multiple options/issues, the Motion shall be split without requiring a separate Motion and each option/issue will be voted on separately. The Motion shall be split without debate. (2.17.8)

2.18 Corrections

A Motion containing a minor or typographic error may be corrected on the request of the mover and seconder and the correction shall be made in writing on the face of the Motion.

2.20 Amendments

The following rules shall apply to amendments to Motions:

- a. A “Motion Amendment” is a change to the question asked in the Motion;
- b. an “amendment to an amendment” is a change to the proposed Motion Amendment;
- c. only one amendment (whether a Motion Amendment or an amendment to an amendment) can be presented at a time;
- d. when an amendment has been decided upon, another may be introduced;
- e. the order of voting shall be:
 - i. an amendment to an amendment shall be voted upon;
 - ii. A Motion Amendment shall be voted upon next, and
 - iii. the Motion, as amended, shall finally be voted upon.

An amendment which is simply a rejection of the Motion will not be permitted.

2.21 Voting - Reconsideration

When a Motion has been decided, any Member who voted with the majority may move for the Motion to be reconsidered. The reconsidering of the Motion shall be called the “Motion to Reconsider”. Members who were not in the majority cannot move for a Motion to Reconsider. (2.21.1)

Before a Motion to Reconsider is heard, the Motion to Reconsider must be added to the Agenda. The Motion to Reconsider shall only be added to the Agenda upon Council’s approval. (2.21.2)

The process whereby a Motion to Reconsider is added to the Agenda is set out below:

- a. A Member who voted in the majority shall move for the Motion to Reconsider to be added to the Agenda;
- b. The Chair shall ask the Member to affirm that they voted with the majority;
- c. The Chair shall hold a vote whereby the Members shall vote on whether to allow the Motion to Reconsider to be added to the Agenda;
- d. When the Member is moving to have the Motion to Reconsider added to the Agenda of the same Meeting as that at which the Motion was originally voted on, **the majority** of Members must agree to add the Motion to Reconsider to the Agenda.
- e. Where the Member is moving to have the Motion to Reconsider added to the Agenda of a Meeting other than that at which the Motion was originally voted on, a **2/3 majority** must agree to add the Motion to Reconsider to the Agenda.

- f. Once the Motion to Reconsider is added to an Agenda, the Motion to Reconsider follows the same process as all other Motions.
- g. No Motion shall be reconsidered more than twice in the same calendar year.
- h. A Motion to Reconsider of any decided matter shall not operate to stop or delay an action on the decided matter.
- i. Debate on a motion to add a Motion to Reconsider to the Agenda must be confined to reasons for or against reconsidering the Motion.
- j. No Committee shall reconsider any question decided by Council during the current term nor consider any other matter, which could involve a decision inconsistent with such Council decision, unless specifically authorized by Council. (2.2 L.3)

3. Roles and Responsibilities

3.1 Head of Council. (*Municipal Act, s.225*)

It is the role of the Head of Council to:

- a. Act as Chief Executive Officer (“CEO”) of the Municipality;
- b. Preside over Council Meetings so that its business can be carried out efficiently and effectively;
- c. Assign the seating arrangements in Council Chambers for all Members prior to the First Meeting of Council;
- d. Provide leadership to Council;
- e. Provide information and recommendations to Council with respect to the role of Council;
- f. Represent the Municipality at official functions;
- g. Uphold and promote the purposes of the Municipality;
- h. Promote public involvement in the Municipality’s activities;
- i. Act as the representative of the Municipality both within and outside the Municipality and promote the Municipality locally, nationally and internationally;
- j. Participate in and foster activities that enhance the economic, social and environmental well-being of the Municipality and its residents; and
- k. Carry out duties prescribed by the *Municipal Act*;

3.2 Chair

It is the role of the Chair to:

- a. Open Meetings by calling the Meeting to order;
- b. Address the business listed on the Agenda;
- c. Receive and have read to Council all Motions presented by Members;
- d. Put to a vote all Motions which are moved and seconded, and announce the result of a vote;
- e. Decline to put Motions to a vote which breach the Procedural By-Law or other Legislation;
- f. Enforce, on all occasions, order, polite conduct and decorum among all present at a Meeting;
- g. When, in the Chair's opinion, the words or conduct of any person, including a Member, is in contravention of the Procedural By-Law or is causing unreasonable disruption to the Meeting, rule the person out of order and require the person to cease the activity or vacate the Meeting;
- h. Provide information to Members on any matter relating to the business of the Municipality;
- i. Authenticate by signature all By-Laws, Resolutions and Minutes;
- j. Rule on any points of order raised by Members;
- k. Maintain order, and, where it is not possible to maintain order, adjourn Meetings to a time to be named by the Head of Council without any Motion being put forward; and
- l. Call for the adjournment of the Meeting when business is concluded.

3.3 Deputy Head of Council. (*Municipal Acts.242*)

In the event the Head of Council is absent from the Municipality, the Deputy Head of Council shall act in his or her absence and shall have all the rights, powers, and authority as the Head of Council. (3.3.1)

If the Deputy Head of Council is unable to act in the place and stead of the Head of Council and Quorum is present at the Meeting, the Clerk shall call the Meeting to order and another Councillor shall be appointed by Council to act as the presiding official and shall preside over the Meeting. (3.3.2)

3.4 Council. (*Municipal Act*, s.224)

It is the role of Council to:

- a. Represent the public and to consider the well-being and interests of the Municipality;
- b. Develop and evaluate the policies and programs of the Municipality;
- c. Determine which services the Municipality provides;
- d. Ensure that administrative policies, practices, and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- e. Ensure the accountability and transparency of the operations of the Municipality, including the activities of the senior management of the Municipality;
- f. Maintain the financial integrity of the Municipality; and,
- g. Carry out duties of council prescribed by the *Municipal Act*.

3.5 Clerk. (*Municipal Act*, s.228)

It is the duty of the Clerk to:

- a. Record, without note or comment, all Resolutions, decisions and other proceedings of Council;
- b. If required by any Member present at a vote, record the name and vote of every Member voting on any matter or question;
- c. Keep the originals or copies of all By-Laws and of all minutes of the proceedings of Council;
- d. Perform other duties required under the *Municipal Act* or any other *Act*; and
- e. Prepare and circulate Council Packages to all Members.
- f. Perform any other duties as assigned by the Municipality;

The Clerk, where appropriate, may delegate, in writing, the duties of the Clerk to another person in accordance with Section 228(4) of the *Municipal Act*.

3.6 Staff. (*Municipal Act*, s. 227)

It is the duty of Staff to:

- a. Implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions;
- b. Undertake research and provide advice to Council on the policies and programs of the Municipality; and,
- c. Carry out other duties required under the *Act* and other duties assigned by the Municipality.

3.7 Treasurer/Administrator (as Chief Administrative Officer. (*Municipal Act*, s. 229))

It is the duty of the Treasurer/Administrator to:

- a. Exercise general control and management of the affairs of the Municipality for the purpose of ensuring the efficient and effective operation of the Municipality; and
- b. Perform such other duties as are assigned by the Municipality.

3.8 Members of the Public.

It is the role of Members of the Public to:

- a. Attend Meetings which are open to the public;
- b. Follow the rules of order, polite conduct and decorum;
- c. Provide input and information to Council only at Meetings, or portions of Meetings specifically designed for public engagement and in a manner dictated by Council (e.g. writing, in person, electronic, etc.).

4. Meetings

4.1 First Meeting

The First Meeting of the newly elected or acclaimed Council after a regular election shall be held within the first 31 days of the term and preferably on the second Thursday in December. (4.1.1)

At the First Meeting, the Clerk or shall administer the declarations of office and oaths of allegiance, and the Code of Conduct for all Members. (4.1.2)

No business shall be conducted at the First Meeting until the declarations of office and oaths of allegiance and Code of Conduct have been administered to all Members. (4.2.3)

4.2 Regular Meetings

421 Time and Place. Regular Meetings shall be held on the second and fourth Thursdays of each month at 6:30 P.M. Regular Meetings shall be preceded, when required, by a Closed Session starting no earlier than 3:00 P.M. A report of the Closed Session will be made at the appropriate time during the Regular Meeting.

422 Election Year. Following a regular election, Council shall only meet as is deemed necessary by the Head of Council and the Clerk, until the new term of Council takes effect.

423 Summer and December. During the months of July, August and December, there shall only be one Meeting of Council will shall be held on the date and time and in such a location as is chosen by the Clerk.

4.3 Special Meetings

431 A Special Meeting is a Meeting that is called for a specific time and for a specific purpose to deal with an important matter that must be dealt with before the next Regular Meeting.

432 The Head of Council. The Head of Council may, at any time, summon a Special Meeting by providing a Notice of the Meeting to Members twenty-four (24) hours before the Meeting.

433 Upon receipt of a petition from the majority of Council, the Clerk may summon a Special Meeting by providing a Notice of Meeting to Members twenty-four (24) hours before the Special Meeting.

434 The only business to be dealt with at a Special Meeting is that which is listed in the Notice of the Meeting.

435 Special Meetings may be open or closed, depending on the business of the Special Meeting, as provided in the *Municipal Act*.

4.4 Emergency Meetings

4.4.1 An Emergency Meeting may be called by the Head of Council and/or the Clerk, without written notice, to deal with an Urgent Matter.

4.4.3 The Clerk will attempt to notify all Members, Treasurer/Administrator and the appropriate staff about the Urgent Meeting in the most expedient manner available and as soon as possible. The Clerk shall make a reasonable effort to advertise the Urgent Meeting to the public.

4.4.4. Only business dealing directly with the Urgent Matter shall be dealt with at the Emergency Meeting.

4.4.5 Quorum is still required at an Emergency Meeting.

4.4.6 These provisions shall apply, with necessary modifications, to Committees and Local Boards.

4.5 Closed Meetings

4.5.1 A Closed Meeting is a Meeting, or a portion of a Meeting, that is not open to the Public.

4.5.2. No Member, Officer or employee shall disclose the subject matter or deliberation of a Closed Meeting, unless expressly authorized to do so by Council or the Committee.

4.5.3 After the Closed Meeting is adjourned the Chair shall report to the public:

- a. That the Meeting has resumed open session; and,
- b. The general nature of the matters dealt with in the Closed Meeting.

4.5.4 Permissive Closed Meetings. A Meeting may be closed where the matter to be discussed is, as contemplated in Section 239(2) of the *Municipal Act*, as follows:

- a. The security of the property of the Municipality or Local Board;

- b. Personal matters about an identifiable individual, including municipal or Local Board employees;
- c. A proposed or pending acquisition or disposition of land by the Municipality or Local Board;
- d. Labour relations or employee negotiations;
- e. Litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or Local Board;
- f. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g. A matter in respect of which a council, board, committee or other body may hold a Closed Meeting under another Act;
- h. Information explicitly supplied in confidence to the Municipality or Local Board by Canada, a province or territory or a Crown agency of any of them;
- i. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Municipality or Local Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j. A trade secret or scientific, technical, commercial or financial information that belongs to the Municipality or Local Board and has monetary value or potential monetary value; or
- k. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality or Local Board.

A Meeting may be closed if the Meeting is held for the purpose of educating or training the Members and at the Meeting no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council, Local Board or Committee.

4.5.5 Mandatory Closed Meeting. A Meeting must be closed if the subject matter being considered is, as detailed in Section 239(3) of the *Municipal Act*, as follows:

- a. A request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the Council, Board, Commission or other body is the head of an institution for the purposes of that *Act*;

- b. An ongoing investigation respecting a Municipality, a Local Board or a municipally controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in Subsection 223.13(1) of the *Municipal Act*, or the Investigator referred to in Subsection 239.2(1) of the *Municipal Act*.

A Meeting must be closed if the subject matter being considered is a harassment, complaint or investigation, pursuant to the *Occupational Health and Safety Act*.

4.6 Cancelled Meetings

4.6.1 A Meeting may be cancelled by the Head of Council, in consultation with the Treasurer/Administrator and/or Clerk, in the following instances:

- a. Quorum cannot be achieved;
- b. By Council Resolution;
- c. In the event of an unforeseen, significant event; or,
- d. The Meeting is no longer required.

4.6.2 For the purposes of section 4.6, an unforeseen, significant event includes, but is not limited to, the following:

- a. Safety concern for participants in the Meeting, including Members and Members of the Public (ex. snow storm, closing of the highway);
- b. Loss of heat/electricity or water;
- c. Clerk/deputy clerk's inability to attend;
- d. A state of emergency;
- e. The inability of a required participant to attend; and/or
- f. The Meeting becomes redundant.

4.6.3 The Clerk will attempt to notify all Members, Treasurer/Administrator and the appropriate staff about the cancelled Meeting in the most expedient manner available and as soon as possible. The Clerk shall make a reasonable effort to advertise to the public that the Meeting has been cancelled.

5. Notice of Meetings

5.1 Annual Schedule of Meetings

5.1.1 The Clerk shall, by January 31st of each calendar year, submit a schedule of the upcoming Regular Meetings for each Council year for consideration and adoption by Council.

5.1.2. The Clerk shall post on the municipal website notice of all Meetings. This posting will constitute notice to the public of the Meeting.

5.1.3 Prior to the first Meeting in January of each year, the Clerk shall post on the municipal website the schedule for all Regular Meetings for the calendar year.

5.1.4 The Clerk may amend the schedule from time to time with the direction of Council to reflect scheduling conflicts and holidays. The Clerk's amendments shall be circulated to all Members and will be posted on the municipal website as soon as possible after the amendments are made.

5.1.5 The Clerk shall give at least twenty-four (24) hours' notice to the public of all Special Meetings and Committee Meetings.

5.1.6 Where a statute or the Notice By-Law requires, notice will be published in accordance with the statute/By-Law. The notice will also be posted on the municipal website.

5.1.7 Nothing in this Procedural By-Law prevents the Clerk from using more comprehensive methods of notice or providing for a longer notice period.

5.1.8 Lack of receipt of notice or failure to comply with the notice provisions of this Procedural By-Law shall not invalidate the Meeting or any decision of Council or the Committee made at the Meeting.

6. Agenda

6.1 Agenda

6.1.1 It shall be the duty of the Clerk to prepare the Agenda of all Meetings in consultation with the Mayor and Treasurer/Administrator. Where there is a dispute about including or excluding an item from the Agenda, the Clerk's decision shall be final.

6.1.2 All Council Agendas shall be prepared by the Clerk in writing and shall be in accordance with the attached **Schedule B**.

61.3 The Council Meeting shall consider the items to be dealt with in accordance with the order that is set out in the Agenda unless otherwise decided by Resolution of the Members present at the Meeting.

61.4 Items on the Agenda, but not dealt with at the Meeting, will be placed on the next Regular Meeting Agenda under "Unfinished Business" unless set to a subsequent Meeting by Resolution of the Members present.

61.5 All items to be included on the Agenda will be provided to the Clerk by Members, Staff or the Public no later than eight (8) calendar days before the Meeting. Reports for a Meeting will be finalized and filed with the Clerk no later than seven (7) calendar days before the Meeting.

61.6 Reports to Council shall be in the standard form set out in **Schedule C**.

61.7 Members wishing to have a matter placed on the Agenda will provide the Clerk with their matter, the deadline for submissions being the Wednesday of the week before Council Meetings.

61.8 Individuals or Bodies wishing to have a matter placed on the Agenda will provide the Clerk with their matter, the deadline for submissions being the Wednesday of the week before Council Meetings.

61.9 The Clerk, Mayor and Treasurer/Administrator may decline to add items and/or Reports to an Agenda. Reasons to decline include, but are not limited to the following:

- a. More time is required to prepare Staff Reports for Council;
- b. The Delegation Request Form was not submitted by the deadline;
- c. The Delegation Request Form is incomplete;
- d. The subject matter of the Delegation is outside of the jurisdiction of Council;
- e. The subject matter is with respect to a matter that should be discussed in a Closed Meeting;
- f. The Meeting Agenda is already too lengthy;
- g. The subject matter is set to be discussed on another Agenda;

- h. The issue is frivolous or vexatious;
- i. The issue has been or is to be considered by the Committee of Adjustment;
- j. Council has previously considered or decided the issue and a Delegation has appeared before Council with respect to the same issue;
- k. Council previously indicated that it will not hear further from this Delegation; or
- l. The issue should be referred to the Administrative Department for action.

Council Packages will be provided to Council no later than five (5) calendar days before the Meeting.

6.2 Closed Meeting Agenda

621 In the event the Clerk receives items for a Closed Meeting Agenda, they shall be placed on the Closed Meeting Agenda and provided to Council in a separate confidential Council Package.

6.3 Adjournment

631 A Motion to adjourn does not need a seconding Member.

632 A Motion to adjourn a Meeting will be considered at any time except the following:

- a. When another Member has been recognized by the Chair and is speaking on a matter, or
- b. During the taking of a vote.

633 If a Motion to adjourn is defeated, the moving Member may not bring another Motion to adjourn until the Agenda is completed.

6.4 Curfew

Meetings shall be automatically adjourned at 10:00 p.m. unless otherwise determined by Resolution passed by a majority of the Members present.

6.5 Committees/Appointments

651 Committees and Appointments will be governed as per **Policy/Schedule D**.

6.6 Electronic Participation
661 Policy/Schedule E

6.7. Amendment

67.1. Any provision contained in this By-Law may be repealed, amended or varied and additions may be made to this By-Law by a majority vote, provided that no Motion for that purpose may be considered unless notice thereof has been given in accordance with the Municipality's Notice By-Law.

6.8. Mandatory Review

6.8.1 This By-Law shall have a mandatory review in one year following the date of approval.

6.9. Repeal – Enactment

6.9.1 That By-Law _____ and amendments thereto be and are hereby repealed.

6.9.2 This By-Law comes into force and takes effect on the date of enactment.

Read a first and second time this ____ day of _____, 2019.

Read a third and final time and enacted and passed this ____ day of _____ 2019.

7. Schedules to the By-Law

Schedule A – Conflict of Interest

Schedule B – Agenda and Consent Agenda

Schedule C – Reports

Schedule D – List of Committees/Appointments

Schedule E – Electronic Participation

"Schedule A"

26

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

DECLARATION OF CONFLICT OR PECUNIARY INTEREST FORM

The declaration is to be read aloud in the meeting and then forwarded to the Clerk

I declare that I have a pecuniary interest in item(s) _____ on this agenda, which is (are)

(description of the item(s) on the agenda)

because

(general nature of that interest – MUST be included EXCEPT for Closed Session items)

Name of Member _____ *Date of Meeting* _____

Note: When a declaration of interest is made in closed session, for an item on the closed session agenda, the declaration, not including the general nature, shall be recorded in the minutes of the next meeting that is open to the public.

Excerpt from the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50

Duty of Member

When present at meeting at which matter considered

5. (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member, (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof; (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by the member after the meeting referred to in subsection (1). R.S.O. 1990, c. M.50, s. 5 (3).

Excerpt from the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50

Duty of Member

When present at meeting at which matter considered

5. (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member, (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof; (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by the member after the meeting referred to in subsection (1). R.S.O. 1990, c. M.50, s. 5 (3).

“Schedule B”
Example Agenda



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
AGENDA**

**Monday, May 13, 2019, 6:30 P.M.
Main Level Chambers**

An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

Pages

1. **CALL TO ORDER AND ROLL CALL**
2. **ADOPTION OF THE AGENDA**
3. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
4. **CLOSED SESSION**
5. **ADOPTION OF MINUTES**
6. **BUSINESS ARISING FROM THE MINUTES**
7. **DELEGATIONS/ PRESENTATIONS**
 - 7.1 Registered Delegations/ Presentations
8. **CONSENT AGENDA ITEMS**
 - 8.1 Staff Report(s) for Information:
 - 8.2 Correspondence for Information:
Hard copies of all correspondence for information is available at the Municipal office on request. The information items have been circulated to Council prior to the meeting.
 - 8.3 Minutes of Local Boards & Committee Meetings
9. **ANNOUNCEMENTS AND VERBAL REPORTS FROM MAYOR AND COUNCILLORS**
10. **STAFF REPORTS**
11. **COUNCIL COMMITTEE REPORTS**
 - 11.1 APPROVED MINUTES OF COMMITTEE MEETINGS
12. **CORRESPONDENCE**
 - 12.1 Action Correspondence
 - 12.2 Resolution from Other Municipalities
13. **BY-LAWS**
14. **UNFINISHED BUSINESS**
15. **NEW BUSINESS**

16. NOTICES OF MOTION

17. QUESTIONS FROM PUBLIC
Short Questions - not statements

Items required to be on Agenda

18. CONFIRMATION BY-LAW

19. ADJOURNMENT

“Schedule C”
Administrative Report Template and Memo to Council



Corporation of the Municipality of Temagami

Report No.

File No.

Subject:

Agenda Date:

Attachments:

RECOMMENDATION

BACKGROUND

ANALYSIS

FINANCIAL/STAFFING IMPLICATIONS

This item has been approved in the current budget:

Yes ☐

No ☐

N/A ☐

This item is within the approved budgeted amount:

Yes ☐

No ☐

N/A ☐

ALTERNATIVES

Prepared By:

Reviewed and
submitted by:

Accepted for Council
consideration by:

Name
Position

Name
Position

Name
Position

Note: The Report should not exceed 2 pages in length. It should contain enough information for Council to base their decision. Additional information should be presented as required in the Attachments and referenced in the report.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.

☒ Staff

☒ Committee

Subject:

Agenda Date:

Attachments:

RECOMMENDATION

This memorandum is:

☒ To be received for information

INFORMATION

Prepared by:

Reviewed by:

Name, Position

Name, Position

On behalf of:

Name of committee if applicable

**“Schedule D”
List of Committees/Appointments**



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
Regular Council Meeting

Resolution Number: 19-01
Title: A resolution of the appointment of Council Members
Date: 12/05/2018

MOVED BY: C.Dwyer
SECONDED BY: B.Leudke

BE IT RESOLVED THAT Council of the Municipality of Temagami make the following appointments and direct Staff to prepare By-Laws for Council's consideration where required.

Dan O'Mara	Police Services Board, Nipissing DSSAB, Au Chateau & Memorandum of Understanding Committee.
Cathy Dwyer	Deputy Mayor and Committee of Adjustment
Barret Leudke	CEMC-Emergency Management Committee, Memorandum of Understanding Committee and Lake Temagami Access Point Planning Group
John Harding:	Memorandum of Understanding; and Lake Temagami Access Point Planning Group
Margaret Youngs:	Cemetery Board; and Temagami Family Health Team
Jamie (N.E.) Koistinen:	Administrator Review Committee and Emergency Management Program Committee
John Shymko:	Library Board; and Parks and Recreation Event Planning Committee

ABSTAIN: 0

CARRIED

Declaration of Conflict of Interest:

A true copy of the resolution by the Council of the Municipality of Temagami

**“Schedule E”
Electronic Participation**

**THE CORPORATION OF THE
MUNICIPALITY OF TEMAGAMI**

BY-LAW NO. 17-1330

Being a by-law to amend By-law 16-1279, being a by-law to regulate the proceedings of the Council of the Municipality of Temagami.

WHEREAS under Section 238 (2), the Municipal Act, S.O., 2001, c.25, c.M. 45, as amended, requires every municipality and local board to pass a procedure by-law governing the calling, place and proceedings of meetings;

AND WHEREAS under Sections 238 (3.1) and (3.2), the Municipal Act, S.O., 2001, c.25, c.M. 45, as amended, the applicable procedure by-law may provide that a member of council, of a local board or of a committee of either of them, can participate electronically in a meeting which is open to the public to the extent and in the manner set out in the by-law provided that any such member shall not be counted in determining whether or not a quorum of members is present at any point in time; however, the applicable procedure by-law shall not provide that a member of council, of a local board or of a committee of either of them, can participate electronically in a meeting which is closed to the public;

AND WHEREAS the Municipal Council of the Corporation of the Municipality of Temagami passed Procedure By-law 16-1279 on the 25th day of February 2016;

AND WHEREAS on the 22nd day of March 2018, Council passed Resolution 18-096, to receive Memo 2018-M-012 - Options for remote attendance in Procedure By-law and to direct staff to draft an amendment to the Procedure By-law to provide for electronic participation in meetings from the direction given at the March 13, 2018 Committee of the Whole meeting; and to give notice of intent to consider an amendment to the Procedure By-law as required by section 21 of said by-law;

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami hereby enacts as follows:

1. **That Procedure By-law 16-1279 is hereby amended** by adding the following definition as subsection 1.14, with the remaining subsections to be renumbered accordingly: *"Electronic Participation" shall mean participation in a meeting from a location other than that at which the meeting is physically being held by means of telephone, internet, or other electronic as may be decided upon by Council from time to time.*
2. **That Procedure By-law 16-1279 is hereby amended** by adding as section 2.7: *"Subject to the provisions of the Municipal Act, 2001, as amended, the Municipality of Temagami shall allow electronic participation by Members of Council and Committees in the manner and to the extent set out in section 6 of this by-law."*
3. **That Procedure By-law 16-1279 is hereby amended** by adding the following as section 6, with the remaining subsections renumbered accordingly:

Initials:

_____ Mayor

_____ Clerk

6. **ELECTRONIC PARTICIPATION:**

6.1. **Extent:**

- a. *Electronic participation shall be allowed at all Regular, Special and Committee of the Whole meetings of Council that are open to the public.*
- b. *There shall be no restriction on how often each Member of Council shall be allowed to participate electronically.*
- c. *There shall be no limit on the number of consecutive meetings that a Member of Council can participate in electronically.*
- d. *A maximum of three (3) Members of Council may participate electronically at a meeting, provided that a quorum of Council is present in person at the meeting.*
- e. *Council Members shall be permitted to vote when participating electronically.*
- f. *In order to Chair a meeting, a Member of Council shall be present in person at the meeting. When the Head of Council is participating in a meeting electronically, another Member shall chair the meeting as set out in Section 3 of this By-law.*
- g. *Although Members participating electronically are not permitted to participate in a closed session, if following the consideration of a matter in closed session a vote is taken in open session, they shall be permitted to vote on the matter, or they may choose to abstain from voting having not been privy to the closed session discussion.*

6.2. **Manner:**

- a. *When the question is called on a motion, a Member or Members participating by telephone may state verbally whether they are for or against, rather than by a show of hands, as required by section 15.8.1.*
- b. *When participating by telephone, a Member may call a point of order or move an amendment verbally. The Chair shall ensure that Members participating electronically are given the same opportunity to speak to each question as they would have been given if participating in person.*
- c. *A Member who is participating in a meeting electronically may declare a conflict of interest by emailing the declaration form to the Municipal Clerk in advance of the meeting and shall verbally state their conflict when the Chair calls for declarations.*

6.3. **Process:**

- a. *Any Member wishing to participate electronically in a meeting shall send a request to do so by email to the Municipal Clerk. The ability to participate electronically shall be allocated on a first-come-first-serve basis.*
- b. *In order for a Member to participate electronically in an afternoon/evening meeting, the request shall be received by 4:30 pm on the business day before the meeting. In order to participate electronically in a morning meeting, the request shall be received by noon on the business day before the meeting. The Municipal Clerk may, at his or her sole discretion, accept a request submitted later than the*

Initials:

_____ Mayor

_____ Clerk



Corporation of the Municipality of Temagami

Memo No.
2019-M-074

Memorandum to Council

☒

Staff

☐

Committee

Subject: User Charges

Agenda Date: April 25, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-074;

AND FURTHER THAT Council direct Staff to place the By-Laws to adjust user fees on the agenda for the May 23, 2019 meeting for Council's consideration.

INFORMATION

Accompanying this report are the schedules from the last User Fee By-Law update that was completed in the fall of 2015 for rates to be charged in 2016. As the schedules are concerned, there have been no new fees, apart from the colour photocopy fee, added to the schedules. For the most part, these rates have been adjusted to reflect the cost of living for 2017, 2018 and 2019 to bring them to a current state. Apart from the rates noted, in the Fire Department area, there will be a statement added that vehicle rates will automatically be updated as the MTO changes the fees that they pay for response.

The Cemetery Fees have not been adjusted. Once the Cemetery Board starts meeting again in 2019, any changes in their established fees will be presented for consideration in the appropriate fashion.

Apart from the fees included in these schedules, the following are additional fees that will be presented in the appropriate by-law form for Council's consideration.

We have planning fees established for different processes such as a Minor Variance Fee, an Official Plan Amendment Fee, or a Rezoning Application Fee. While there is no intention to change the planning fees what is proposed is that costs are recovered. If you consider a rezoning application fee of \$600, there are times when our fee to our planning consultant is over that amount. Translated, as property owners wish to make applications regarding their property, the municipality is footing the bill since this is not being operated on a cost recovery basis. Planning fees are established outside of the User Fee by-law so the appropriate amendment(s) will be made to the planning fee by-law and presented for Council's consideration.

Apart from the service call fee in the waste site area and the seasonal water or sewer shutoff, turn on fee, we do not have a fee included in these schedules for public work recoveries. While a general rule is that municipalities do not compete with the area contractors, there are times, especially with 'donations in kind' where the cost of providing a service should be recovered. This can be completed either at cost with an 'administration fee' or rates established to ensure full cost recovery (for personnel and equipment).

Recently, we were asked to complete an historical view of a property going back 10 years. This example as well as those times when the volume of requests command a great deal of Staff time, a research fee should be applied. This fee is in place in a number of other municipalities. The fee would be established at \$50 per half hour, or part thereof. Prior to any work being started where this fee would apply, the requester would be provided an estimate of the value of the research and given the opportunity to agree or not. This fee would also apply when requests are made in an attempt to bypass other established fees such as tax certificate fees.

We field many requests for the resupply of tax receipts. A new fee proposed is \$5 to resupply this information. As part of the considerations for this would be a new administrative process whereby those ratepayers who participate in either our monthly or installment preauthorized payment plans will be issued an account statement showing the amounts billed and payments made for the year once all the payments have been made and by the end of January the following year. The new proposed fee would apply if a second copy of this account summary is required.

As noted in previous reports, the premise of user charges is to ensure that those individuals who use more municipal resources than average should pay for this.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

SCHEDULE "A"**CEMETERY FEES****2016**

Changes may be suggested by the Cemetery Board after they next meet

		Resident	Non-Resident
Adult Interment Fee	\$	275.00	\$ 375.00
Child Interment	\$	75.00	\$ 75.00
Fees to Perpetual Care Fund	\$	250.00	\$ 288.00
Cemetery Plot	\$	350.00	\$ 720.00
For Monument Installation			
* Monuments	\$	100.00	\$ 100.00
* Markers	\$	50.00	\$ 50.00
Foundation Layout	\$	25.00	\$ 25.00
Corner Post Layout	\$	25.00	\$ 25.00
Transfer Interment Rights	\$	25.00	\$ 25.00
Disinterment	\$	500.00	\$ 1,000.00
Columbarium	\$	856.00	\$ 1,479.00
Second open/close for columbarium	\$	150.00	\$ 200.00
Fees to Perpetual Care Fund for Columbarium	\$	128.00	\$ 221.00

Above rates are subject to HST

SCHEDULE "B"**TIPPING FEES*****2019**

Tipping fees for tires were discontinued by By-law 15-1261 due to enrollment in the Ontario Tire Stewardship Program.

Tipping fees for up to 3 cubic metres of Allowable Waste*

For ratepayers (3 cubic metres-1/2 ton load - limit of 1 per week)

No Charge

Domestic waste	\$	6.75	per cubic metre
Organic Waste	\$	3.50	per cubic metre
Metals - Providing it is disposed of in the metal pile at site		No Charge	
Objects containing Freon Gas		No Charge	
Inorganic earth like material	\$	6.75	per cubic metre
Construction materials including shingles	\$	6.75	per cubic metre
Commercial & Government garbage	\$	7.00	per cubic metre
Dump truck load of allowable waste	\$	168.00	per load
Burnable Brush - residents		No Charge	
Non-resident Commercial annual user fee	\$	308.00	
Non-residents annual user fee	\$	135.00	
Commercial Spills Waste		on approval basis only-quotation required	
Boats	\$	7.00	per foot
Service Calls (to open and supervise landfill during closed hours)	\$	42.75	per hour - min one hour

* Allowable waste as described in the Waste Management By-law

* Non-residents who have purchased an annual landfill card for the set fee are entitled to the tipping fees for ratepayers.

* Hazardous/contaminated waste not accepted.

SCHEDULE "C"

CONNECTION RATES FOR WATER AND SEWER

2019

Water or sewer shut-off for non-payment	\$	45.00	
Water or Sewer shut-off for seasonal	\$	33.00	
Water or Sewer turn-on for seasonal	\$	33.00	
Water connection fee for Residential Users	\$	825.00	plus parts
Water connection fee for Commercial users	\$	1,100.00	plus parts
Sewer connection fee for Residential Users	\$	825.00	plus parts
Sewer Connection fee for Commercial Users	\$	1,100.00	plus parts

SCHEDULE "D"

RENTAL RATES FOR MUNICIPAL FACILITIES / EQUIPMENT

2019

Community Centre / Arena

Arena Ice Rental	\$	100.00	per hour
Non Resident Arena Ice Rental	\$	125.00	per hour
Minor Hockey Ice Rate	\$	75.00	per hour
Non Resident Minor Hockey Ice Rate	\$	90.00	per hour
Curling	\$	100.00	per hour
Very Old Timers (Over 50 Years) / Youth Shinny (HST INCLUDED)	\$	7.00	per person
Children's Pick-up Hockey (max \$10.00/family per event) (HST INCLUDED)	\$	5.00	per person
Public Skating (HST INCLUDED)	\$	2.50	per person
Arena Rental (Ice Rental)	\$	750.00	per day*
Arena Rental (Ice out)	\$	50.00	per hour
Arena Rental (Ice out)	\$	575.00	per day*
Arena Weekend rental (Ice surface and Hall)	\$	1,750.00	Friday-Sunday**
Arena Hall Rental	\$	40.00	per hour
Arena Hall Rental	\$	450.00	per day*
Arena Hall for Community Fitness Class*	\$	20.00	per hour***
Caribou Mountain Admittance (Age 5 & under no charge) (HST INCLUDED)	\$	3.00	per person
Local Service Clubs Hall Rental	\$	150.00	per event
Arena Lobby Rental	\$	50.00	per day*
Ballfield Rental	\$	300.00	per weekend

* 12 consecutive hours

**5 p.m. Friday through 5 p.m. Sunday.

Welcome Centre Meeting Room Rental*

Theatre	\$	50.00	per hour
Boardroom	N/A		
Half day rate	\$	100.00	per half-day
Daily rate	\$	130.00	per day
Set Up/Clean Up	\$	60.00	per hour (no waiving)

*Assumes user looks after any set-up and returns space rented to original condition. If user requires Municipal staff assistance for moving furniture etc. The set up/clean up charge will apply.

Equipment Rentals *

	<u>Profit</u>	<u>Non-Profit</u>
Tables 6' Rectangular	\$2 per table per event	\$1 per table per day per event
Chairs White Folding	\$1 per chair per event	\$0.50 per chair per event
Marquee Tents 20'x20'	\$100 per event	\$30 per event
Setup Fee for Tents	\$50 for setup/takedown	
Portable Sound System	\$100 per event	\$25 per event
Portable Stage	\$20 per event	\$10 per event
Picnic Tables	\$6 per event	\$3 per event
Barbeque	\$25 per event	\$5 per event
Popcorn Machine	\$10 per event	\$5 per event

* As per equipment rental policy.

ALL RATES ON THIS SCHEDULE "D" ARE PLUS HST UNLESS OTHERWISE NOTED.

SCHEDULE "E"

USE OF MUNICIPALLY OWNED DOCKS AT WELCOME CENTRE

2019

Boat slip docking rates

Seasonal from the long weekend in May up to and including Labour Day weekend in September:

Maximum boat size = 10 feet wide by 30 feet in length

Up to 19 feet	Seasonal	\$330.00	plus HST
Over 19 feet	Seasonal	\$370.00	plus HST
Monthly		\$196.00	plus HST
Weekly		\$100.00	plus HST
Daily		\$30.00	plus HST

SCHEDULE "F"

PARKING RATES FOR MINE LANDING / ARENA

2019

Parking Site with hydro	\$	165.00	plus HST
Parking Site without hydro	\$	130.00	plus HST
Arena Parking for Transport Trucks	\$	100.00	plus HST
Late Payment Fee	\$	25.00	(tax N/A)

SCHEDULE "G"

MISCELLANEOUS CHARGES

2019

Photocopies	\$	0.30	letter/ legal size	plus HST
Photocopies	\$	0.60	ledger size	plus HST
Colour Photocopies	\$	1.00	per page	plus HST
Photocopies certified as true copies	\$	2.00	per page	plus HST
Faxes (received or sent)	\$	2.50	for first page	plus HST
"	\$	0.50	for remaining pages	plus HST
NSF cheques	\$	50.00	per cheque	
Commissioning Affidavits	\$	20.00	Non-Resident	
Open Air Burning Permits	\$	40.00	season	
	\$	20.00	month	
	\$	10.00	week	
Tax/Water Certificate	\$	55.00	each	
Map Printing	N/A		per sheet	
9-1-1 Signs and Posts				
First Time Number for property (Plate & Post)	\$	65.00	each	plus HST
Replacement Post	\$	25.00	each	plus HST
Replacement Sign Plate	\$	40.00	each	plus HST
Hawkers and Peddler's Licence		\$175.00	per year	

SCHEDULE "H"

ANIMAL TAG FEES

2019

IMPOUNDMENT OR DISTRAINED	Fee
Impoundment Fee	\$30.00
Daily Boarding Fee	\$25.00
Weekend Boarding Fee	\$50.00
Humane Services/Adoption Fee	\$50.00
Euthanasia Supplies Fee	\$10.00
Disposal of Surrendered /Non-Impounded Animal Fee	\$50.00

TAGS AND LICENSES – SECTION 5	Fees
Register Dog or Cat under Sec. 5.1 – Standard Lifetime Fee	\$40.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Spayed or Neutered	\$30.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Senior owner	\$30.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Spayed/Neutered + Senior	\$20.00
Register Dog under Sec. 5.2	Nil
Kennel Licence Fee	\$100.00

SCHEDULE "I"
FIRE DEPARTMENT FEES

2019

Inquiry Fees

Emergency Response Report (copy provided to owners or insurance companies upon requests) OPP or other fire services will not be charged.	\$55.00
Fire Code Compliance-Record Search & Response Letter (search and letter response detailing requested information such as outstanding fire code violations, outstanding work order and retrofit compliance) Requires authorization release from the owner.	\$55.00

Specific Inspection Fees

Routine Fire Code Inspection and Report		
Inspection (1st hour or part thereof)	per hour	\$60.00
additional hours (or part thereof)	per hour	\$30.00
Report		\$60.00
(Inspection for compliance upon request, including but not limited to: day care facilities, restaurant, liquor license, industrial compliance & office buildings)		
Fire Code Inspection performed in association with the purchase or sale or with potential purchase or sale of property:		
Residential		\$130.00
commercial		\$190.00
Liquor License (Agency letter for Liquor License application)		\$75.00
Liquor Licence inspection requests <i>Includes occupant load calculations</i>		\$130.00
Special Occasion Attendance (Attendance by Fire department trucks and personnel during fireworks display, dances or other private functions)	per vehicle	\$190.00
Standby Requests (by private companies, developers, industry, provincial government, other than Emergency Response)		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
Emergency Responses		
Fire coverage to properties outside the Municipality - annual fee		\$135.00
Structural fires/CO alarms outside the Municipality (no coverage)		
- Calculated on total time vehicles are away from the halls (excludes Mutual aid responses)		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
Motor Vehicle Accident Response on Ministry of Transportation Highways as per the Province of Ontario Rates, (cost recovery through MTO)		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
• Plus any additional clean-up costs		Actual costs
Motor Vehicle Accident Response Non-Resident (Chargeable to the registered owner of the vehicle for all non-resident vehicle fires, auto extrication or other vehicle-related fire department services (resident includes Municipality of Temagami property owners)		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
Response to Hazardous Material / Dangerous Goods Incident		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
• Plus any additional clean-up costs		Actual costs
Attending a Natural Gas Incident (no charge for natural gas calls within a residence / business)		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
False Alarm Response-Malicious		
• Per vehicle for the 1st hour or part thereof		\$477.00
• Per vehicle for every 1/2 hour or part thereafter		\$238.50
False Alarm Response-Notification Failure		\$500.00
False Alarm Response-Accidental		\$350.00

SCHEDULE "A"
CEMETERY FEES

2016

		Resident	Non-Resident
Adult Internment Fee	\$	275.00	\$ 375.00
Child Internment	\$	75.00	\$ 75.00
Fees to Perpetual Care Fund	\$	250.00	\$ 288.00
Cemetery Plot	\$	350.00	\$ 720.00
For Monument Installation			
* Monuments	\$	100.00	\$ 100.00
* Markers	\$	50.00	\$ 50.00
Foundation Layout	\$	25.00	\$ 25.00
Corner Post Layout	\$	25.00	\$ 25.00
Transfer Internment Rights	\$	25.00	\$ 25.00
Disinternment	\$	500.00	\$ 1,000.00
Columbarium	\$	856.00	\$ 1,479.00
Second open/close for columbarium	\$	150.00	\$ 200.00
Fees to Perpetual Care Fund for Columbarium	\$	128.00	\$ 221.00

Above rates are subject to HST

SCHEDULE "B"

TIPPING FEES*

2016

Tipping fees for tires were discontinued by By-law 15-1261 due to enrollment in the Ontario Tire Stewardship Program.

Tipping fees for up to 3 cubic metres of Allowable Waste*

For ratepayers	(3 cubic metres-1/2 ton load - limit of 1 per week)	No Charge
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Domestic waste	\$	6.30	per cubic metre
Organic Waste	\$	3.30	per cubic metre
Metals - Providing it is disposed of in the metal pile at site			No Charge
Objects containing Freon Gas			No Charge
Inorganic earth like material	\$	6.30	per cubic metre
Construction materials including shingles	\$	6.30	per cubic metre
Commercial & Government garbage	\$	6.60	per cubic metre
Dump truck load of allowable waste	\$	157.50	per load
Burnable Brush - residents			No Charge
Non-resident Commercial annual user fee	\$	288.75	
Non-residents annual user fee	\$	125.00	
Commercial Spills Waste			on approval basis only-quotation required
Boats	\$	6.60	per foot
Service Calls (to open and supervise landfill during closed hours)	\$	40.00	per hour - min one hour

* Allowable waste as described in the Waste Management By-law

* Non-residents who have purchased an annual landfill card for the set fee are entitled to the tipping fees for ratepayers.

* Hazardous/contaminated waste not accepted.

SCHEDULE "C"

CONNECTION RATES FOR WATER AND SEWER

2016

Water or sewer shut-off for non-payment	\$	42.00	
Water or Sewer shut-off for seasonal	\$	31.00	
Water or Sewer turn-on for seasonal	\$	31.00	
Water connection fee for Residential Users	\$	775.00	plus parts
Water connection fee for Commercial users	\$	1,030.00	plus parts
Sewer connection fee for Residential Users	\$	775.00	plus parts
Sewer Connection fee for Commercial Users	\$	1,030.00	plus parts

SCHEDULE "D"

RENTAL RATES FOR MUNICIPAL FACILITIES / EQUIPMENT

2016

Community Centre / Arena

Arena Ice Rental	\$	68.00	per hour
Non Resident Arena Ice Rental	\$	85.00	per hour
Minor Hockey Ice Rate	\$	35.00	per hour
Non Resident Minor Hockey Ice Rate	\$	60.00	per hour
Curling	\$	53.00	per hour
Very Old Timers (Over 50 Years) / Youth Shinny (HST INCLUDED)	\$	6.00	per person
Children's Pick-up Hockey (max \$10.00/family per event) (HST INCLUDED)	\$	4.00	per person
Public Skating (HST INCLUDED)	\$	2.50	per person
Arena Rental (Ice Rental)	\$	650.00	per day*
Arena Rental (Ice out)	\$	45.00	per hour
Arena Rental (Ice out)	\$	515.00	per day*
Arena Weekend rental (Ice surface and Hall)	\$	1,500.00	Friday-Sunday**
Arena Hall Rental	\$	35.00	per hour
Arena Hall Rental	\$	400.00	per day*
Arena Hall for Community Fitness Class*	\$	10.00	per hour***
Caribou Mountain Admittance (Age 5 & under no charge) (HST INCLUDED)	\$	3.00	per person
Local Service Clubs Hall Rental	\$	150.00	per event
Arena Lobby Rental	\$	50.00	per day*
Ballfield Rental	\$	200.00	per weekend

* 12 consecutive hours

**5 p.m. Friday through 5 p.m. Sunday.

*** as per requirements in Council resolution 12-107

Welcome Centre Meeting Room Rental*

Theatre	\$	45.00	per hour
Boardroom	N/A		
Half day rate	\$	90.00	per half-day
Daily rate	\$	120.00	per day
Set Up/Clean Up	\$	60.00	per hour (no waiving)

*Assumes user looks after any set-up and returns space rented to original condition. If user requires Municipal staff assistance for moving furniture etc. The set up/clean up charge will apply.

Equipment Rentals *

	<u>Profit</u>	<u>Non-Profit</u>
Tables 6' Rectangular	\$2 per table per event	\$1 per table per day per event
Chairs White Folding	\$1 per chair per event	\$0.50 per chair per event
Marquee Tents 20'x20'	\$100 per event	\$30 per event
Setup Fee for Tents	\$50 for setup/takedown	
Portable Sound System	\$100 per event	\$25 per event
Portable Stage	\$20 per event	\$10 per event
Picnic Tables	\$6 per event	\$3 per event
Barbeque	\$25 per event	\$5 per event
Popcorn Machine	\$10 per event	\$5 per event

* As per equipment rental policy.

ALL RATES ON THIS SCHEDULE "D" ARE PLUS HST UNLESS OTHERWISE NOTED.

SCHEDULE "E"

USE OF MUNICIPALLY OWNED DOCKS AT WELCOME CENTRE

2016

Boat slip docking rates

Seasonal from the long weekend in May up to and including Labour Day weekend in September:

Maximum boat size = 10 feet wide by 30 feet in length

Up to 19 feet	Seasonal	\$309.75	plus HST
Over 19 feet	Seasonal	\$346.50	plus HST
Monthly		\$183.75	plus HST
Weekly		\$94.50	plus HST
Daily		\$26.25	plus HST

SCHEDULE "F"

PARKING RATES FOR MINE LANDING / ARENA

2016

Parking Site with hydro	\$	155.00	plus HST
Parking Site without hydro	\$	120.00	plus HST
Arena Parking for Transport Trucks	\$	95.00	plus HST
Late Payment Fee	\$	25.00	(tax N/A)

SCHEDULE "G"

MISCELLANEOUS CHARGES

2016

Photocopies	\$	0.25	letter/ legal size	plus HST
"	\$	0.50	ledger size	plus HST
Photocopies certified as true copies	\$	2.00	per page	plus HST
Faxes (received or sent)	\$	2.50	for first page	plus HST
"	\$	0.50	for remaining pages	plus HST
NSF cheques	\$	50.00	per cheque	
Commissioning Affidavits	To be added once policy set.			
Open Air Burning Permits	\$	40.00	season	
	\$	20.00	month	
	\$	10.00	week	
Tax/Water Certificate	\$	45.00	each	
Map Printing	N/A		per sheet	
9-1-1 Signs and Posts				
First Time Number for property (Plate & Post)	\$	65.00	each	plus HST
Replacement Post	\$	25.00	each	plus HST
Replacement Sign Plate	\$	40.00	each	plus HST
Hawkers and Peddler's Licence		\$175.00	per year	

SCHEDULE "H"

ANIMAL TAG FEES

2016

IMPOUNDMENT OR DISTRAINED	Fee
Impoundment Fee	\$25.00
Daily Boarding Fee	\$20.00
Weekend Boarding Fee	\$40.00
Humane Services/Adoption Fee	\$40.00
Euthanasia Supplies Fee	\$10.00
Disposal of Surrendered /Non-Impounded Animal Fee	\$50.00

TAGS AND LICENSES – SECTION 5	Fees
Register Dog or Cat under Sec. 5.1 – Standard Lifetime Fee	\$40.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Spayed or Neutered	\$30.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Senior owner	\$30.00
Register Dog or Cat under Sec. 5.1 – Lifetime Fee for Spayed/Neutered + Senior	\$20.00
Register Dog under Sec. 5.2	Nil
Kennel Licence Fee	\$100.00

SCHEDULE "I"
FIRE DEPARTMENT FEES
2016

Inquiry Fees

Emergency Response Report (copy provided to owners or insurance companies upon requests) OPP or other fire services will not be charged.	\$52.00
Fire Code Compliance-Record Search & Response Letter (search and letter response detailing requested information such as outstanding fire code violations, outstanding work order and retrofit compliance) Requires authorization release from the owner.	\$52.00

Specific Inspection Fees

Routine Fire Code Inspection and Report		
Inspection (1st hour or part thereof)	per hour	\$60.00
additional hours (or part thereof)	per hour	\$30.00
Report		\$60.00
(Inspection for compliance upon request, including but not limited to: day care facilities, restaurant, liquor license, Industrial compliance & office buildings)		
Fire Code Inspection performed in association with the purchase or sale or with potential purchase or sale of property:		
Residential		\$120.00
commercial		\$180.00
Liquor License (Agency letter for Liquor License application)		\$60.00
Liquor Licence inspection requests <i>Includes occupant load calculations</i>		\$120.00
Special Occasion Attendance (Attendance by Fire department trucks and personnel during fireworks display, dances or other private functions)	per vehicle	\$155.00
Standby Requests (by private companies, developers, industry, provincial government, other than Emergency Response)		
• Per vehicle for the 1 hour or part thereof		\$410.00
• Per vehicle for every 1/2 hour or part thereafter		\$205.00

**Fire inspection fees are subject to HST*

SCHEDULE I continued...

SCHEDULE "I" (continued)**FIRE DEPARTMENT FEES****2016****Emergency Responses**

Fire coverage to properties outside the Municipality - annual fee	\$125.00
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Structural fires/CO alarms outside the Municipality (no coverage)

- Calculated on total time vehicles are away from the halls (excludes Mutual aid responses)

- | | |
|---|----------|
| • Per vehicle for the 1st hour or part thereof | \$410.00 |
| • Per vehicle for every 1/2 hour or part thereafter | \$205.00 |

Motor Vehicle Accident Response on Ministry of Transportation Highways

as per the Province of Ontario Rates, (cost recovery through MTO)

- | | |
|---|--------------|
| • Per vehicle for the 1st hour or part thereof | \$410.00 |
| • Per vehicle for every 1/2 hour or part thereafter | \$205.00 |
| • Plus any additional clean-up costs | Actual costs |

Motor Vehicle Accident Response Non-Resident

(Chargeable to the registered owner of the vehicle for all non-resident vehicle fires, auto extrication or other vehicle-related fire department services (resident includes Municipality of Temagami property owners))

- | | |
|---|----------|
| • Per vehicle for the 1st hour or part thereof | \$410.00 |
| • Per vehicle for every 1/2 hour or part thereafter | \$205.00 |

Response to Hazardous Material / Dangerous Goods Incident

- | | |
|---|--------------|
| • Per vehicle for the 1st hour or part thereof | \$410.00 |
| • Per vehicle for every 1/2 hour or part thereafter | \$205.00 |
| • Plus any additional clean-up costs | Actual costs |

Attending a Natural Gas Incident

(no charge for natural gas calls within a residence / business)

- | | |
|---|----------|
| • Per vehicle for the 1st hour or part thereof | \$410.00 |
| • Per vehicle for every 1/2 hour or part thereafter | \$205.00 |

False Alarm Response-Malicious

(This fee is chargeable to the owner of the property at which the alarm was activated, as defined in section 1 of the Ontario Fire Code, 0 reg 388/97 as amended, where it is determined by the fire service that the alarm was intentionally activated, by any person upon the property, with malice, which is defined to include, but not be limited to, operating a manual pull station, directing smoke or heat toward a detection device for the only purpose of activating the device, or filing a false report)

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|---|----------|
| • Per vehicle for the 1st hour or part thereof | \$410.00 |
| • Per vehicle for every 1/2 hour or part thereafter | \$205.00 |

False Alarm Response-Notification Failure

(This fee is chargeable to the owner of the property at which the alarm was activated, as defined in section 1 of the Ontario Fire Code, 0 Reg 388/97 as amended, for each occurrence where fire service vehicles are dispatched, where it is determined by the fire service, that the alarm was due to a failure to notify the fire department or the alarm company while conducting tests or repair on the alarm system)

\$500.00**False Alarm Response-Accidental**

(This fee is chargeable to the owner of the property at which the alarm was activated, as defined in section 1 of the Ontario Fire Code, 0 Reg 388/97 as amended, for every second and subsequent occurrence within a 30 day period and to every third or subsequent occurrence in a twelve-month period, where fire service vehicles are dispatched, and it is determined by the fire service, that the alarm was due to a properly functioning alarm system detecting a situation that it was designed for, except if the detection is a result of failed notification of testing and repairs to the system or of a condition not within the control of the owner, including but not limited to, changes in atmospheric conditions, excessive vibrations, power failure or drops in water pressure.

\$350.00

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1455

Being a By-Law to confirm the proceedings of Council of the Corporation of the Municipality of Temagami

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council; and

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Temagami at this Session be confirmed and adopted by By-Law.

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami hereby enacts as follows:

1. **THAT** the actions of the Council of The Corporation of the Municipality of Temagami in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Municipality of Temagami, documents and transactions entered into during the April 25, 2019 Regular meeting of Council are hereby adopted and confirmed, as if the same were expressly embodied in this By-Law.
2. **THAT** the Mayor and proper officials of The Corporation of the Municipality of Temagami are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Municipality of Temagami during the said meetings referred to in paragraph 1 of this By-Law.
3. **THAT** the Mayor and the Treasurer/Administrator or Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-Law and to affix the Corporate Seal of The Corporation of the Municipality of Temagami to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 25th day of April, 2019.

Mayor

Clerk