

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
COMMITTEE/COUNCIL MEETING**

TO BE HELD WEDNESDAY OCTOBER 7, 2020 AT 7:00 P.M.

AGENDA

IMPORTANT NOTE:

As a result the Municipality of McDougall declaration of emergency for the COVID-19 pandemic, as well as the requirements for social distancing, this Committee/Council meeting will be held electronically in accordance with section 238 of the Municipal Act, 2001.

1. CALL TO ORDER

2. DECLARATIONS OF INTEREST

3. PRIORITIZATION OF AGENDA

4. ADOPTION OF MINUTES

- i) THAT the minutes of the Committee/Council Meeting held on September 16, 2020 be adopted as circulated. **Rsl.**

5. DEPUTATIONS

- i) Derek D'Angelo, and Andrew Bryanton, KPMG LLP. **(attachment) Rsl.**
Re: Draft Financial Statement for 2019.

Matters Arising.

6. PLANNING/BUILDING

Matters Arising.

7. BY-LAW ENFORCEMENT

Matters Arising.

8. FIRE PROTECTION

- i) Report of the Fire Chief FC-2020-8 **(attachment)**
Re: Operations Update
- ii) Report of the Fire Chief. **(attachment)**
Re: Monthly Summary Fire Services 2020.

Matters Arising.

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9. EMERGENCY MANAGEMENT

- i) COVID-19 Emergency Response.
Re: Declaration of Emergency.

Matters Arising.

10. RECREATION

Matters Arising.

11. PUBLIC WORKS

- i) Report of the Public Works Manager PW-2020-07. **(attachment)**
Re: Monthly Report.

Matters Arising.

12. ENVIRONMENT

- i) Waste Management.
- ii) Report of the Environmental Services Supervisor ENV-5-2020.
(attachment)
Re: Environmental Services General Update.

Matters Arising.

13. FINANCE

- i) Accounts Payable. **Rsl.**
- ii) 2021 Water Financial Plan. **(attachment) Rsl.**
- iii) Phil Whitton, Superintendent, Commander, Municipal Policing Bureau,
Ontario Provincial Police (O.P.P.) **(attachment)**
Re: OPP Municipal Policing 2021 Annual Billing Statement.

Matters Arising.

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14. ADMINISTRATION

- i) 2021 Committee/Council Schedule. **(attachment) Rsl.**
- ii) Danny Whalen, President, The Federation of Northern Ontario Municipalities (FONOM). **(attachment)**.
Re: Media Release; FONOM's Board of directors supports satellite internet access to bring improved services to Northern Ontario.
- iii) Mac Bain, Executive Director, The Federation of Northern Ontario Municipalities (FONOM). **(attachment)**
Re: Draft Resolution; Endorsing Starlink Satellite System.
- iv) Graydon Smith, President, Association of Municipalities Ontario (AMO). **(attachment)**
Re: Feedback on AMO OPP Detachment Board Discussion Paper.
- v) Steve Clark, Minister of Municipal Affairs and Housing. **(attachment)**
Re: Parkland Dedication, Development Charges and the Community Benefits Charges Authority.
- vi) Daryle Moffatt, Forest Pengra, ICECAP Co-Chairs. **(attachment)**
Re: ICECAP Thank you letter.
- vii) Victoria Thomas, Senior Environmental Officer, Ministry of the Environment, Conservation and Parks. **(attachment)**
Re: Possible BGA in Harris Lake, McDougall, Laboratory Test Results.

Matters Arising.

15. REQUESTS FOR SUPPORT

- i) Wollaston Township. **(attachment)**
Re: Request that the Municipal Elections Act establish rules to verify legitimate additions to the Voters' List.
- ii) Loyalist Township. **(attachment)**
Re: Request that Ministry of Transportation consider ferries to be part of local transit systems.
- iii) Town of Amherstburg. **(attachment)**
Re: AODA Website Compliance Extension Request.

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- iv) Town of Amherstburg. **(attachment)**
Re: Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act.
- v) Municipality of Magnetawan. **(attachment)**
Re: Town of Parry Sound Supplemental Emergency Medical Services Levy.
- vi) Township of Machar. **(attachment)**
Re: Support Municipality of Magnetawan; Town of Parry Sound Supplemental Emergency Medical Services Levy.

Matters Arising.

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

17. COMMITTEE REPORTS

- i) Town of Parry Sound EMS Advisory Committee. **(attachment)**
Re: August 18, 2020 Agenda and Minutes.
- ii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Gathering Restrictions Expanded to all of Ontario.
- iii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Harmful Blue-Green Algae in Commanda Lake.
- iv) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Harmful Blue-Green Algae in Lake Nosbonsing.
- v) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Harmful Blue-Green Algae in the South Shore Area of Lake Nipissing.
- vi) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Health Unit Reminding Public to Follow Gathering Sizes.
- vii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Make COVID-19 the Target You Miss This Hunting Season.

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- viii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Parenting Campaign.
- ix) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Health Unit Removing Gender from COVID-19 Cases Page on Website.
- x) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Post-Secondary Students Residing in District Will be Counted in the Local COVID-19 Case Count.
- xi) North Bay Parry Sound District Health Unit. **(attachment)**
Re: September 23, 2020 Personnel Policy, Employee and Labour Relations Committee, Finance and Property Committee, and Board of Health Meeting Agendas.
- xii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Protect Your Loved Ones-Be Careful What You Share.

Matters Arising.

18. REPORT OF THE CAO

- i) Report of the CAO.
Re: General Update.

19. GENERAL ITEMS AND NEW BUSINESS

20. BY-LAWS

21. TRACKING SHEET

Please be advised that items on the tracking sheet may be discussed during scheduled meetings. **(No items on the tracking sheet)**

22. CLOSED SESSION

23. RATIFICATION OF MATTERS FROM CLOSED SESSION

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
COMMITTEE/COUNCIL MEETING**

TO BE HELD WEDNESDAY OCTOBER 7, 2020 AT 7:00 P.M.

AGENDA

24. CONFIRMATION BY-LAW

- i) By-Law No. 2020-45.
Re: To confirm the proceedings of the Committee/Council meeting held
on October 7, 2020.

25. ADJOURNMENT

Resolution List for October 7, 2020

THAT the minutes of the Committee/Council Meeting held on September 16, 2020 be adopted as circulated.

THAT Council of The Corporation of the Municipality of McDougall does hereby receive the Financial Statements for the Year Ended December 31st, 2019, and the Audit Findings Report to the Members of Council for the Year Ended December 31st, 2019, as presented at the regular meeting of Council on October 7th, 2020 by the firm KPMG.

THAT the attached lists of Accounts Payable for October __, 2020 in the amount of \$_____ and payroll for October __, 2020 in the amount of \$_____ be approved for payment.

THAT the McDougall Council as per the Requirements of O. Reg. 453/07 of the Safe Drinking Water Act 2002, approve the 2021 Water Financial Plan as presented to Council on the 7th day of October, 2020

THAT Council for the Corporation of the Municipality of McDougall adopts the 2021 Committee Council Schedule attached as Schedule "A" to this Resolution.

BE IT RESOLVED that the next portion of the meeting be closed to the public at _____ p.m. in order to address a matter pertaining to:

1. the security of the property of the municipality or local board;
2. personal matters about an identifiable individual, including municipal employees or local board employees;
3. a proposed or pending acquisition or disposition of land by the municipality or local board;
4. labour relations or employee negotiations;
5. litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
6. the receiving of advice which is subject to solicitor/client privilege, including communications necessary for that purpose;
7. a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another act;
8. an ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ontario Ombudsman appointed under the Ombudsman Act, or a Municipal Ombudsman;
9. subject matter which relates to consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act.
10. the meeting is held for the purpose of educating or training the members and no member discusses or otherwise deals with any matter in a way that materially advances the business or decision making of the Council, Board or Committee.
11. information provided in confidence by another level of government or Crown agency

12. a trade secret or scientific, technical , commercial, financial or labour relations information supplied in confidence which, if released, could significantly prejudice the competitive position of a person or organization
13. 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
14. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried, or to be carried, on by the municipality or local board

THAT Council reconvene in Open Session at _____ p.m.

THAT we do now adjourn at _____ p.m.

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
COMMITTEE/COUNCIL MEETING**

HELD WEDNESDAY SEPTEMBER 16, 2020 AT 7:00 P.M.

MINUTES

Present Physically:	Mayor	D. Robinson (Chairperson)
	Councillor	L. Gregory
	Councillor	J. Constable

Present Electronically:	Councillor	M. Malott
	Councillor	J. Ryman

Present Physically:	CAO	T. Hunt
	Clerk	L. West

DRAFT

Present Electronically:	Treasurer	E. Robinson
	Chief Building Official	K. Dixon

It should be noted that social distancing measures were implemented for the Mayor, Councillors, and staff physically attending the meeting. Members of the public are able to view the Council proceedings through the municipal website.

IMPORTANT NOTE:

As a result of the Order in Council issued the Municipality of McDougall declaring an emergency for the COVID-19 pandemic, as well as the requirements for social distancing, this Committee/Council meeting was held electronically in accordance with section 238 of the Municipal Act, 2001.

The Municipal Clerk took a roll call and determined that quorum was established for the meeting to proceed.

The Clerk then took a roll call of staff to advise who was participating in the Council meeting.

1. CALL TO ORDER

Mayor Robinson called the meeting to order at 7:00 p.m.

2. DECLARATIONS OF INTEREST

Nil

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HELD WEDNESDAY SEPTEMBER 16, 2020 AT 7:00 P.M.

MINUTES

3. PRIORITIZATION OF AGENDA

- i) Item 6.4 John Jackson, Parry Sound Area Planning Board.
Re: Consent Application B30/2020 (McD) Georgian Rock Company (Halls Construction).
 - To be considered at the beginning of Section 6. Planning/Building as item 6.1.,
 - Jamie Robinson, MHBC Planning Limited;
Re: Review of Parry Sound Area Planning Board Consent Application B30/2020 (McD) – (Hall Construction)
- ii) Addition of item 13.2 Correspondence from Dave Thompson, Director of Emergency and Protective Services, Town of Parry Sound.
Re: Supplemental Emergency Medical Services Levy.

4. ADOPTION OF MINUTES

Resolution No. 2020/88

Malott/Constable

THAT the minutes of the Committee/Council Meeting held on September 2, 2020 be adopted as circulated.

“Carried”

5. DEPUTATIONS

Nil

Matters Arising.

Nil

6. PLANNING/BUILDING

- i) John Jackson, Parry Sound Area Planning Board.
Re: Consent Application B30/2020 (McD) Georgian Rock Company (Halls Construction), 2 new lots, Burnside Bridge Road, Seguin River.
Staff Comments.
Jamie Robinson, MHBC Planning Limited.
Re: Review of Parry Sound Area Planning Board Consent Application. B30/2020(McD) – (Hall Construction)
John Jackson and Jamie Robinson joined the meeting electronically and gave an overview noting concerns regarding this application. Mayor Robinson welcomed Halls Construction to schedule a deputation or

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MINUTES

forward information at a future Council/Committee meeting for further review.

- ii) John Jackson, Parry Sound Area Planning Board.
Re: Consent Application B18/2020 (McD) Gutteridge, lot addition, McDougall Road.
Resolution No. 2020/89 **Ryman/Gregory**
THAT the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B18/2020 (McD), as applied for by Brian Gutteridge, on Part of lots 23 and 24, Concession 1, Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:
1. Confirmation that the lot will merge with the benefitting land; and
 2. That all Municipal fees and disbursements (legal, engineering, planning), if any incurred by the Municipality with respect to this application shall be paid for by the owner.
- “Carried”**
- iii) John Jackson, Parry Sound Area Planning Board.
Re: Consent Application B20/2020 (McD) Durance, 1 new lot, Lake Ridge Road, Bell Lake.
Resolution No. 2020/90 **Malott/Constable**
THAT the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B20/2020 (McD), as applied for by Rob and Susan Durance, on Part of Lot 20, Concession 10, Geographic Township of McDougall, now the Municipality of McDougall, subject to the following conditions:Obtaining 911 Civic addressing;
1. That the severed and retained lands zoned RU be rezoned to the WF1-LS zone;
 2. Payment of the required fee in lieu of parkland as set out in the Municipality fee by-law;
 3. That the Owner enter into a Development Agreement pursuant to Section 51(26) of the Planning Act, to be registered on title of the subject land to recognize the seasonal use only road and to indemnify the municipality from any liability for the private road;and
 4. That all Municipal fees and disbursements (legal, engineering, planning), if any incurred by the Municipality with respect to this application shall be paid for by the owner.
- “Carried”**

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HELD WEDNESDAY SEPTEMBER 16, 2020 AT 7:00 P.M.

MINUTES

- iv) John Jackson, Parry Sound Area Planning Board.
Re: Consent Application B23/2020 (McD) Maughan Estate, lot additions, Oakridge Road South, Georgian Bay.
Resolution No. 2020/91 **Ryman/Gregory**
THAT the Council for the Corporation of the Municipality of McDougall has no objections to the approval of Consent No. B23/2020 (McD), Maughan Estate, on Part of lots 16, Concession A, Geographic Township of McDougall, now the Municipality of McDougall,
1. The lot additions are confirmed to merge with the benefitting lands; and
 2. That all Municipal fees and disbursements (legal, engineering, planning), if any incurred by the Municipality with respect to this application shall be paid for by the owner.

“Carried”

Matters Arising.
Nil

7. BY-LAW ENFORCEMENT
Nil

Matters Arising.
Nil

8. FIRE PROTECTION

- i) Report of the Fire Chief.
Re: Monthly Summary Fire Services 2020.
Council received this report for information.

Matters Arising.
Nil

9. EMERGENCY MANAGEMENT

- i) COVID-19 Emergency Response.
Re: Declaration of Emergency.
Mayor Robinson noted that the Municipality of McDougall will remain under a Declaration of Emergency.

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HELD WEDNESDAY SEPTEMBER 16, 2020 AT 7:00 P.M.

MINUTES

Matters Arising.

Nil

10. RECREATION

Nil

Matters Arising.

Nil

11. PUBLIC WORKS

Nil

Matters Arising.

Nil

12. ENVIRONMENT

- i) Waste Management.
Nil

Matters Arising.

Nil

13. FINANCE

- i) Accounts Payable.
Resolution No. 2020/92 **Malott/Constable**
THAT the attached lists of Accounts Payable for September 15, 2020 in the amount of \$505,908.76 and payroll for September 10, 2020 in the amount of \$45,196.66 be approved for payment.

“Carried”

- ii) Dave Thompson, Director of Emergency and Protective Services, Town of Parry Sound.
Re: Supplemental Emergency Medical Services Levy.
The Treasurer gave an overview. Council requested the Treasurer to inquire about the amount of funding received and any additional information that supports this request.

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MINUTES

Matters Arising.

Nil

14. ADMINISTRATION

- i) Draft 2021 Committee/Council Schedule.
Council reviewed 3 options with option 2 being chosen.
A resolution will be brought forward to the next meeting.
- ii) Council Statement of Priorities and Direction 2018-2022.
The Clerk gave an overview and provided an update, and Council received as information.

Matters Arising.

Nil

15. REQUESTS FOR SUPPORT

Nil

Matters Arising.

Nil

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

Nil

17. COMMITTEE REPORTS

- i) North Bay Parry Sound District Health Unit.
Re: Boil Water Advisory for Water Drawn From the Shebeshekong River, Carling Township.
Council received as information.
- ii) North Bay Parry Sound District Health Unit.
Re: Community Notice of a confirmed Case of COVID-19 at the Bay Street Café in Parry Sound.
Council received as information.
- iii) North Bay Parry Sound District Health Unit.
Re: COVID-19 Outbreaks at Schools will be Publicly Announced by Health Unit.
Council received as information.

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MINUTES

- iv) North Bay Parry Sound District Health Unit.
Re: Updated Recommendations Regarding Close Contacts of Symptomatic Individuals.
Council received as information.

Matters Arising.

Nil

18. REPORT OF THE CAO

- i) Report of the CAO.
Re: General Update.
The CAO noted the landfill packer has been sent out for repair.

19. GENERAL ITEMS AND NEW BUSINESS

Nil

20. BY-LAWS

- i) By-law 2020-42.
Re: Being a by-law to amend By-law No. 2017-75, a by-law Governing the calling, place, and proceedings of meetings of the Municipal Council and Committees of Council for the Corporation of the Municipality of McDougall, and to repeal By-law 2020-18.
Read a First, Second and Third Time, Passed, Signed and Sealed this 16th day September 2020.

Mayor Robinson noted that Council will now consider By-law No. 2020-38, Being a By-law to be surplus, stop up, close and sell: Part of the Original Shore Road Allowance laid out along the shore of Mill Lake in front of Lot 19 in Concession 4, in the geographic Township of McDougall, now in the Municipality of McDougall, in the District of Parry Sound, designated as Part 2 on 42R-21454. (DRAKE).

Mayor Robinson asked if any written correspondence had been received on this matter.

The Clerk noted that notice of the proposed by-law was given in accordance with the prescribed municipal by-law, and no written correspondence has been received.

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MINUTES

ii) By-law 2020-43.

Re: Being a By-law to declare to be surplus, stop up, close and sell:
Part of the Original Shore Road Allowance laid out along the shore of Mill
Lake in front of Lot 19 in Concession 4, in the geographic Township of
McDougall, now in the Municipality of McDougall, in the District of Parry
Sound, designated as Part 2 on 42R-21454. (DRAKE).

**Read a First, Second and Third Time, Passed, Signed and Sealed this
16th day September 2020.**

21. TRACKING SHEET

There were no changes to the tracking sheet.

22. CLOSED SESSION

Nil

23. RATIFICATION OF MATTERS FROM CLOSED SESSION

Nil

24. CONFIRMATION BY-LAW

i) By-Law No. 2020-44.

Re: To confirm the proceedings of the Committee/Council meeting held
on September 16, 2020.

**Read a First, Second and Third Time, Passed, Signed and Sealed this
16th day September 2020.**

25. ADJOURNMENT

Resolution No. 2020/93

THAT we do now adjourn at 7:43 p.m.

Ryman/Gregory

“Carried”

Financial Statements of

**THE MUNICIPALITY OF
MCDOUGALL**

Year ended December 31, 2019

Management's Responsibility for the Financial Statements

The accompanying financial statements of The Municipality of McDougall (the "Municipality") are the responsibility of the Municipality's management and have been prepared in compliance with legislation, and in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of The Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in note 1 to the financial statements. The preparation of financial statements necessarily involves the use of estimates based on management's judgment, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Municipality's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the financial statements. These systems are monitored and evaluated by Management.

Council meets with Management and the external auditors to review the financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the financial statements.

The financial statements have been audited by KPMG LLP, independent external auditors appointed by the Municipality. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's financial statements.

Tim Hunt
Chief Administrative Officer



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Claridge Executive Centre
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INDEPENDENT AUDITORS' REPORT

To the Members of Council, Inhabitants and Ratepayers of
The Municipality of McDougall

Opinion

We have audited the financial statements of The Municipality of McDougall (the "Municipality"), which comprise:

- The statement of financial position as at December 31, 2019
- The statement of operations and accumulated surplus for the year then ended
- The statements of changes in net financial assets (debt) for the year then ended
- The statement of cash flows for the year then ended
- And the notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements")

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Municipality as at December 31, 2019, and its results of operations and accumulated surplus, its changes in net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibility under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibility of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risk of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, internal omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the Municipality's internal control.



- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to the events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Municipality's to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG LLP

Chartered Professional Accountants, Licensed Public Accountants

Sudbury, Canada
September 2, 2020

THE MUNICIPALITY OF MCDOUGALL

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Year ended December 31, 2019

Financial Statements

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THE MUNICIPALITY OF MCDOUGALL

Statement of Financial Position

December 31, 2019, with comparative information for 2018

	2019	2018
Financial Assets		
Cash	\$ 3,097,195	\$ 2,704,848
User charges receivable	101,738	105,531
Taxes receivable (note 2)	522,985	466,756
Accounts receivable	502,347	579,083
Water capital debenture (note 6)	104,125	137,787
	<u>4,328,390</u>	<u>3,994,005</u>
Financial Liabilities		
Accounts payable and accrued liabilities	701,448	750,538
Accrued landfill closure costs (note 7)	763,000	402,000
Deferred revenue - obligatory reserve funds (note 4)	75,304	56,862
Long-term debt (note 8)	2,062,726	2,483,871
	<u>3,602,478</u>	<u>3,693,271</u>
Net financial assets (debt)	725,912	300,734
Non-financial Assets		
Tangible capital assets (note 9)	43,455,180	43,624,834
Prepaid expenses	27,632	34,909
	<u>43,482,812</u>	<u>43,659,743</u>
Subsequent event (note 16)		
Accumulated surplus (note 10)	\$ 44,208,724	\$ 43,960,477

The accompanying notes are an integral part of these financial statements.

Approved by:

Mayor

THE MUNICIPALITY OF MCDOUGALL

Statement of Operations and Accumulated Surplus

Year ended December 31, 2019, with comparative information for 2018

	Budget 2019	Actual 2019	Actual 2018
	(note 5)		
Revenue:			
Taxation	\$ 4,295,686	\$ 4,320,031	\$ 4,158,361
Fees and user charges	1,569,778	1,761,805	1,748,915
Government grants	1,951,090	1,963,327	2,296,164
Investment income	20,000	63,695	51,242
Other	110,000	86,890	93,294
Loss on sale of tangible capital assets	-	(14,757)	(47,819)
Total revenue	7,946,554	8,180,991	8,300,157
Expenses:			
General government	1,106,362	1,122,684	1,122,535
Protection of persons and property	1,182,781	1,159,155	1,215,128
Transportation services	2,299,423	2,479,105	2,367,361
Environmental services	1,870,356	1,968,598	1,565,448
Health services	307,941	302,059	312,550
Social and family services	444,951	444,957	440,630
Recreational and cultural services	356,404	417,142	347,914
Planning and development	65,780	39,044	50,628
Total expenses	7,633,998	7,932,744	7,422,194
Annual surplus	312,556	248,247	877,963
Accumulated surplus, beginning of year	43,960,477	43,960,477	43,082,514
Accumulated surplus, end of year	\$ 44,273,033	\$ 44,208,724	\$ 43,960,477

The accompanying notes are an integral part of these financial statements.

THE MUNICIPALITY OF MCDOUGALL

Statement of Change in Net Financial Assets (Debt)

Year ended December 31, 2019, with comparative information for 2018

	Budget 2019 (note 5)	2019	2018
Annual surplus	312,556	\$ 248,247	\$ 877,963
Acquisition of tangible capital assets	(1,804,182)	(1,508,014)	(1,782,884)
Amortization of tangible capital assets	1,610,986	1,610,986	1,579,668
Loss on sale of tangible capital assets	-	14,757	47,819
Proceeds on sale of tangible capital assets	-	51,925	58,619
Change in prepaid expenses	-	7,277	(8,498)
Change in net financial assets	119,360	425,178	772,687
Net financial assets (debt), beginning of year	300,734	300,734	(471,953)
Net financial assets, end of year	420,094	\$ 725,912	\$ 300,734

The accompanying notes are an integral part of these financial statements.

THE MUNICIPALITY OF MCDOUGALL

Statement of Cash Flows

Year ended December 31, 2019, with comparative information for 2018

	2019	2018
Cash provided by (used in):		
Operating activities:		
Annual surplus	\$ 248,247	\$ 877,963
Items not involving cash:		
Amortization of tangible capital assets	1,610,986	1,579,668
Loss on sale of tangible capital assets	14,757	47,819
Change in landfill closure and post-closure liability	361,000	41,000
	2,234,990	2,546,450
Change in non-cash assets and liabilities:		
Increase in taxes receivable	(56,229)	(131,780)
Decrease in user charges receivable	3,793	13,546
Decrease (increase) in accounts receivable	76,736	(187,244)
Decrease (increase) in prepaid expenses	7,277	(8,498)
Increase (decrease) in accounts payable and accrued liabilities	(49,090)	129,801
Increase in deferred revenue - obligatory reserve funds	18,442	27,186
Net change in cash from operating activities	2,235,919	2,389,461
Financing activities:		
Principal repayments on net long-term liabilities	(421,145)	(411,215)
Investing activities:		
Principal repayments received on water capital debenture	33,662	31,910
Capital activities:		
Proceeds on sale of tangible capital assets	51,925	58,619
Acquisition of tangible capital assets	(1,508,014)	(1,782,884)
Net change in cash from capital activities	(1,456,089)	(1,724,265)
Net change in cash	392,347	285,891
Cash, beginning of year	2,704,848	2,418,957
Cash, end of year	\$ 3,097,195	\$ 2,704,848

The accompanying notes are an integral part of these financial statements.

THE MUNICIPALITY OF MCDougall

Notes to Financial Statements

Year ended December 31, 2019

The Municipality of McDougall (the "Municipality") is a single-tier municipal corporation located in the District of Parry Sound, Ontario. It conducts its operations guided by the provisions of provincial statutes such as the Municipal Act, Municipal Affairs Act and other related legislation.

1. Significant accounting policies:

The financial statements of the Municipality are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Municipality are as follows:

(a) Reporting entity:

These financial statements reflect the assets, liabilities, revenues, expenses and fund balances of the reporting entity. The following joint board is not consolidated:

Parry Sound Area Industrial Park

(b) Basis of accounting:

Sources of financing and expenses are reported on the accrual basis of accounting.

The accrual basis of accounting recognizes revenues as they become available and measurable. Expenses are recognized as they are incurred and measurable as a result of the receipt of goods or services and the creation of a legal obligation to pay.

(c) Tangible capital assets:

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the tangible capital asset. The cost, less residual value, of the tangible capital assets, excluding land and landfill sites, are amortized on a straight-line basis over their estimated useful lives as follows:

Asset	Useful Life - Years
Land improvements	10
Buildings	20 - 50
Machinery and equipment	5 - 20
Vehicles	5 - 20
Roads, bridges and culverts	15 - 75
Water and sewer	20 - 30

THE MUNICIPALITY OF MCDougall

Notes to Financial Statements (continued)

Year ended December 31, 2019

1. Significant accounting policies (continued):

(c) Tangible capital assets (continued):

Annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

(i) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and also are recorded as revenue.

(ii) Natural resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

(iii) Works of art and cultural and historic assets

Works of art and cultural and historic assets are not recorded as assets in these financial statements.

(iv) Interest capitalization

The Municipality capital asset policy does not allow for the capitalization of interest costs associated with the acquisition or construction of tangible capital assets.

(d) Revenue recognition:

The Municipality prepares tax billings based on assessment rolls issued by Municipal Property Assessment Corporation, in accordance with rates established and approved annually by Council and the Province of Ontario. Taxation revenue is recognized in the period in which the taxes are levied.

Government transfers are recognized in the period in which the events giving rise to the transfer occurred, provided that the transfer is authorized and the amount can be reasonably estimated. Government grants are recognized when approved to the extent the related expenses have been incurred and collection can be reasonably assured.

User fees and other revenues are recognized when the services are performed or goods are delivered, collection of the relevant receivable is probable, persuasive evidence of an arrangement exists and fees are fixed or determinable. Amounts received for future services are deferred until the service is provided.

THE MUNICIPALITY OF MCDougALL

Notes to Financial Statements (continued)

Year ended December 31, 2019

1. Significant accounting policies (continued):

(e) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenue and expenses during the reporting periods. Significant items subject to such estimates and assumptions include valuation allowances for taxes and user charges receivable, accounts receivable, and estimating provisions for accrued liabilities and landfill closure and post-closure liabilities. Actual results could differ from those estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

In addition, the Municipality's implementation of the Public Sector Accounting Handbook PS3150 has required management to make estimates of historical cost and useful lives of tangible capital assets.

(f) School Boards:

The Municipality collects taxation revenue on behalf of the school boards. The taxation, other revenues, expenses, assets and liabilities with respect to the operations of the school boards are not reflected in these financial statements.

(g) Solid waste management liabilities:

The liability for closure of operational site and post-closure care has been recognized based on estimated future expenses, estimated inflation and the usage of the site's capacity during the year.

(h) Pensions and employee benefits:

The Municipality accounts for its participation in the Ontario Municipal Employee Retirement System ("OMERS"), a multi-employer public sector pension fund, as a defined contribution plan. Vacation entitlements are accrued for as entitlements are earned.

(i) Use of estimates:

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenue and expenses during the reporting periods. Significant items subject to such estimates and assumptions include valuation allowances for taxes and user charges receivable, accounts receivable, and estimating provisions for accrued liabilities and landfill closure and post-closure liabilities. Actual results could differ from those estimates. These estimates are reviewed periodically, and, as adjustments become necessary, they are reported in earnings in the year in which they become known.

In addition, the Municipality's implementation of the Public Sector Accounting Handbook PS3150 has required management to make estimates of historical cost and useful lives of tangible capital assets.

THE MUNICIPALITY OF MCDOUGALL

Notes to Financial Statements (continued)

Year ended December 31, 2019

2. Taxes receivable:

	2019	2018
Current	\$ 269,060	\$ 272,308
Past due	213,972	157,148
Allowance for doubtful accounts	(10,000)	(10,000)
Penalties and interest	49,953	47,300
	<u>\$ 522,985</u>	<u>\$ 466,756</u>

3. Credit facilities:

The Municipality has available a \$700,000 (2018 - \$700,000) demand line of credit. This unsecured line of credit bears interest at the bank's prime rate. At December 31, 2019, \$Nil (2018 - \$Nil) has been drawn against this facility.

4. Deferred revenue:

	December 31, 2018	Contributions received	Interest received	Amounts taken to revenue	December 31, 2019
Parkland reserves	\$ 56,861	\$ 15,500	\$ 2,943	\$ -	\$ 73,304

5. Budget:

The budget was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). As a result, the budget figures presented in the Statement of Operations and Accumulated Surplus required the following adjustments:

Budget surplus per financial plan	\$ -
Add:	
Budgeted loan principal payments	387,244
Budgeted capital expenditures	1,804,182
Transfers to reserve	93,116
Less:	
Amortization	(1,610,986)
Landfill adjustment	(361,000)
<u>Budget deficit per financial statements</u>	<u>\$ 312,556</u>

THE MUNICIPALITY OF MCDougall

Notes to Financial Statements (continued)

Year ended December 31, 2019

6. Nobel water system capital upgrade:

The Municipality completed the capital project to provide water to 347 users in the community of Nobel.

Each unit was charged an equal amount of \$3,000 with the option to pay the full amount up front or over the term of the debenture. The debenture is collected in equal bi-monthly installments as added into the current water billing. The debenture is to be collected over 15 years for residential users and 5 years for commercial users.

The annual payment collected by the Municipality including principal and interest is \$40,315. The balance receivable on December 31, 2019 is \$104,125 (2018 - \$137,787).

7. Landfill closure and post-closure liability:

The Environmental Protection Act sets out the regulatory requirements to properly close and maintain all active and inactive landfill sites. Under environmental law, there is a requirement for closure and post-closure care of solid waste landfill sites. This requirement is to be provided for over the estimated remaining life of the landfill site based on usage.

Landfill closure and post-closure care requirements have been defined in accordance with industry standards and include final covering and landscaping of the landfill, ongoing environmental monitoring, site inspection and maintenance. The reported liability is based on estimates and assumptions with respect to events extending over a twenty-five year period using the best information available to management. Future events may result in significant changes to the estimated total expenses, capacity used or total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate, when applicable.

Estimated total expenses represent the sum of the discounted future cash flows for closure and post-closure care activities discounted at the Municipality's long-term borrowing rate of 2.57% and the discounted future cash flows for post-closure care activities at the 10-year running average inflation rate for Non-Residential Building Construction Price Indices of 2.56%. The estimated total landfill closure and post-closure care expenses are calculated to be \$2,772,973. The estimated liability for these expenses is recognized as the landfill site's capacity is used. At December 31, 2019, an amount of \$763,000 (2018 - \$402,000) with respect to landfill closure and post-closure liabilities has been accrued.

The estimated remaining capacity of the landfill site is 72% of its total estimated capacity and its estimated remaining life is approximately 26 years. The period for post-closure care is estimated to be 25 years.

THE MUNICIPALITY OF MCDOUGALL

Notes to Financial Statements (continued)

Year ended December 31, 2019

8. Long-term debt:

The balance of long-term debt is comprised of the following:

	2019	2018
Loan payable to Ontario Infrastructure Projects Corporation due February 2031, repayable in blended monthly payments of \$10,323 at an interest rate of 2.95% per annum	\$ 1,177,274	\$ 1,265,008
Loan payable to Ontario Infrastructure Projects Corporation due July 2022, repayable in blended monthly payments of \$24,838 at an interest rate of 1.95%	750,312	1,030,766
Loan payable to Ontario Infrastructure Projects Corporation, due October 2022, repayable in semi-annual blended payments of \$20,448 at an interest rate of 5.07% per annum	112,500	146,399
Loan payable to Ontario Infrastructure Projects Corporation, due February 2021, repayable in blended monthly payments of \$1,634 at an interest rate of 1.67% per annum	22,640	41,698
	<u>\$ 2,062,726</u>	<u>\$ 2,483,871</u>

The principal repayments are as follows:

2020	\$ 431,348
2021	425,389
2022	307,976
2023	98,708
2024	101,660
Thereafter	697,645
	<u>\$ 2,062,726</u>

THE MUNICIPALITY OF MCDOUGALL

Notes to Financial Statements

Year ended December 31, 2019

9. Tangible capital assets:

Cost	Balance at December 31, 2018	Additions	Disposals	Balance at December 31, 2019
Land	\$ 3,410,971	-	-	3,410,971
Land improvements	7,134,563	184,812	-	7,319,375
Buildings	5,093,290	14,941	-	5,108,231
Machinery and equipment	4,332,795	576,638	(401,156)	4,508,277
Vehicles	1,186,864	8,509	-	1,195,373
Roads, bridges and culverts	31,513,485	599,023	(129,540)	31,982,968
Water and sewer	11,787,134	124,091	-	11,911,225
Total	\$ 64,459,102	1,508,014	(530,696)	65,436,420

Accumulated Amortization	Balance at December 31, 2018	Disposals	Amortization	Balance at December 31, 2019
Land	\$ -	-	-	-
Land improvements	1,442,008	-	162,254	1,604,262
Buildings	1,685,356	-	87,076	1,772,432
Machinery and equipment	2,191,990	(334,474)	296,891	2,154,407
Vehicles	800,170	-	59,733	859,903
Roads, bridges and culverts	9,679,311	(129,540)	786,936	10,336,707
Water and sewer	5,035,433	-	218,096	5,253,529
Total	\$ 20,834,268	(464,014)	1,610,986	21,981,240

	Net book value, December 31, 2018	Net book value, December 31, 2019
Land	\$ 3,410,971	3,410,971
Land improvements	5,692,555	5,715,113
Buildings	3,407,934	3,335,799
Machinery and equipment	2,140,805	2,353,870
Vehicles	386,694	335,470
Roads, bridges and culverts	21,834,174	21,646,261
Water and sewer	6,751,701	6,657,696
Total	\$ 43,624,834	43,455,180

THE MUNICIPALITY OF MCDOUGALL

Notes to Financial Statements

Year ended December 31, 2019

9. Tangible capital assets (continued):

Cost	Balance at December 31, 2017	Additions	Disposals	Balance at December 31, 2018
Land	\$ 3,410,971	-	-	3,410,971
Land improvements	6,963,569	170,994	-	7,134,563
Buildings	5,066,304	26,986	-	5,093,290
Machinery and equipment	4,308,746	179,049	(155,000)	4,332,795
Vehicles	1,325,186	8,968	(147,290)	1,186,864
Roads, bridges and culverts	30,450,590	1,396,887	(333,992)	31,513,485
Water and sewer	11,787,134	-	-	11,787,134
Total	\$ 63,312,500	1,782,884	(636,282)	64,459,102
Accumulated Amortization	Balance at December 31, 2017	Disposals	Amortization	Balance at December 31, 2018
Land	\$ -	-	-	-
Land improvements	1,285,369	-	156,639	1,442,008
Buildings	1,598,792	-	86,564	1,685,356
Machinery and equipment	2,033,726	(121,019)	279,283	2,191,990
Vehicles	878,651	(147,290)	68,809	800,170
Roads, bridges and culverts	9,169,329	(261,535)	771,517	9,679,311
Water and sewer	4,818,577	-	216,856	5,035,433
Total	\$ 19,784,444	(529,844)	1,579,668	20,834,268
	Net book value, December 31, 2017			Net book value, December 31, 2018
Land	\$ 3,410,971			3,410,971
Land improvements	5,678,200			5,692,555
Buildings	3,467,512			3,407,934
Machinery and equipment	2,275,020			2,140,805
Vehicles	446,535			386,694
Roads, bridges and culverts	21,281,261			21,834,174
Water and sewer	6,968,557			6,751,701
Total	\$ 43,528,056			43,624,834

THE MUNICIPALITY OF MCDougALL

Notes to Financial Statements (continued)

Year ended December 31, 2019

10. Accumulated surplus:

Accumulated surplus consists of individual fund surplus and reserves and reserve funds as follows:

	2019	2018
Surplus (deficit):		
Invested in tangible capital assets	\$ 41,392,454	41,140,963
General deficit	(1,000,044)	(783,004)
Unfunded:		
Landfill closure costs	(763,000)	(402,000)
Total surplus	39,629,410	39,955,959
Reserves set aside for specific purpose by Council:		
Working capital reserve	1,291,907	710,394
Landfill	1,659,103	1,559,103
Nobel waterworks	697,801	683,431
Crawford septic system	67,257	62,172
Waubamik Community Centre	16,253	16,253
Elections	8,236	4,236
Legal	38,023	38,023
Capital acquisition	791,673	855,845
Recreation	9,061	75,061
	4,579,314	4,004,518
Accumulated surplus	\$ 44,208,724	43,960,477

11. Contributions to unconsolidated joint boards:

The following contributions were made to these joint boards:

	2019	2018
District of Parry Sound Social Services Administration Board	\$ 327,951	\$ 324,536
North Bay Parry Sound Health Unit	84,306	88,187
District of Parry Sound (West) Belvedere Heights		
Home for the Aged	117,006	116,094
Parry Sound Area Industrial Park	14,277	13,970
	\$ 543,540	\$ 542,787

THE MUNICIPALITY OF MCDOUGALL

Notes to Financial Statements (continued)

Year ended December 31, 2019

12. Pension agreements:

The Municipality makes contributions to the Ontario Municipal Employee Retirement Fund (OMERS) (the "Plan"), which is a multi-employer plan, on behalf of 27 members of its staff. The Plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on the length of service and rates of pay.

The amount contributed to OMERS for 2019 was \$153,475 (2018 - \$147,602) for current service.

13. Operations of school boards:

During the year, the following taxation revenue was raised and remitted to the school boards:

	2019	2018
Taxation	\$ 1,278,454	\$ 1,301,423

14. Contingencies:

The Municipality is involved in claims and litigation in the normal course of operations. The outcome of these actions are not determinable and, accordingly, no amounts have been reflected in the accounts of the Municipality for this matter. Any settlements or awards will be recorded in the period they become determinable.

15. Public sector salary disclosure:

During 2019, two employee were paid a salary, as defined in the Public Sector Salary Disclosure Act, 1996, of \$100,000 or more by the Municipality.

16. Subsequent event:

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization and has had a significant financial, market and social dislocating impact. The situation is dynamic and the ultimate duration and magnitude of the impact on the economy and the financial effect on the Municipality is not known at this time.

17. Segmented information:

The Municipality provides a range of services to its citizens, including police, fire, transportation, recreational and environmental. For management reporting purposes the Municipality's operations and activities are organized and reported by department. Funds were created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations.

Municipal services are provided by departments and their activities are reported in these funds. Certain departments that have been separately disclosed in the segmented information, along with the services they provide, are as follows:

THE MUNICIPALITY OF MCDougall

Notes to Financial Statements (continued)

Year ended December 31, 2019

17. Segmented information (continued):

- (a) General Government: includes corporate services and governance of the Municipality. General government is responsible for human resource management, support to Council for policy development, by-law development in compliance with the Municipal Act, tax billing and collection responsibilities, financial management reporting, monitoring and overall budget status is provided as well as frontline reception and customer service.
- (b) Protection to Persons and Property: includes policing, fire protection, protective inspection and control and emergency measures. The mandate of the police services contract is to ensure the safety of the lives and property of citizens; preserve peace and good order; prevent crimes from occurring; detect offenders; and enforce the law. Fire protection includes detection, extinguishing and suppression services; emergency medical first response; and prevention education and training programs. The members of the fire department consist of volunteers. Inspection and control includes building inspection, by-law enforcement and animal control services.
- (c) Transportation Services: this department provides the winter and summer maintenance, the repair and the construction of the municipal roads system including bridges and culverts.
- (d) Environmental Services: includes the management and maintenance of water system, landfill site, transfer stations, and the waste collection system and disposal system that serves the Municipality.
- (e) Health Services: includes the ambulance contract and public health services as well as the management and maintenance of cemeteries.
- (f) Social and Family Services: includes transfer to joint boards that provide general assistance, assistance to aged persons, child care and social housing.
- (g) Recreation and Cultural Services: provides recreation and leisure programs and facilities, including community halls, libraries, parks, recreation fields and arena. It also provides building maintenance services to all municipal facilities.
- (h) Planning and Development: manages rural development for business interest, environmental concerns, heritage matters, local neighbourhoods and community development. It facilitates economic development by providing services for the approval of all land development plans, the application and enforcement of the zoning by-law and official plan, and the provision of geographic information services.

For each segment separately reported in the schedule below, the segment revenue and expenditures represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. Therefore, certain allocation methodologies are employed in the preparation of segmented financial information. These municipal services are funded primarily by taxation such as property tax revenue. Taxation and payments-in-lieu of taxes are apportioned to these services based on the net surplus. Certain government transfers, transfer from other funds, and other revenue have been apportioned based on a percentage of budgeted expenses.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

THE MUNICIPALITY OF MCDOUGALL

Note 17 - Segmented Information (continued)

Year ended December 31, 2019

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	2019 Total
Revenues:									
Fees and user charges	\$ 264,743	257	80,156	1,407,808	-	-	8,841	-	1,761,805
Government grants	828,793	2,862	711,461	160,700	-	-	259,511	-	1,963,327
Investment income	63,695	-	-	-	-	-	-	-	63,695
Other	75,814	11,076	-	-	-	-	-	-	86,890
Loss on disposal of tangible capital assets	-	-	-	(14,757)	-	-	-	-	(14,757)
	1,233,045	14,195	791,617	1,553,751	-	-	268,352	-	3,860,960
Expenses:									
Salaries, wages and benefits	754,307	344,462	573,461	561,384	-	-	159,015	-	2,392,629
Interest on long term debt			54,291	345	-	-	-	-	54,636
Materials	222,998	177,486	775,551	907,298	-	-	122,915	-	2,206,248
Contracted services	137,302	29,830	91,909	52,379	-	-	-	27,544	338,964
Transfer to other governments and the public	-	511,096	-	-	302,059	444,957	59,669	11,500	1,329,281
Amortization of tangible capital assets	8,077	96,281	983,893	447,192	-	-	75,543	-	1,610,986
	1,122,684	1,159,155	2,479,105	1,968,598	302,059	444,957	417,142	39,044	7,932,744
Surplus (deficiency) of revenues over expenses	110,361	(1,144,960)	(1,687,488)	(414,847)	(302,059)	(444,957)	(148,790)	(39,044)	(4,071,784)
Funded through:									
Taxation									4,320,031
Annual deficit									\$ 248,247

THE MUNICIPALITY OF MCDOUGALL

Note 17 - Segmented Information (continued)

Year ended December 31, 2019

	General Government	Protection to Persons and Property	Transportation Services	Environmental Services	Health Services	Social and Family Services	Recreation and Cultural Services	Planning and Development	2018 Total
Revenues:									
Fees and user charges	\$ 306,471	2,859	51,651	1,365,095	-	-	22,839	-	1,748,915
Government grants	510,154	23,718	1,523,109	75,076	-	-	164,107	-	2,296,164
Investment income	51,242	-	-	-	-	-	-	-	51,242
Other	93,294	-	-	-	-	-	-	-	93,294
Gain (loss) on disposal of tangible capital assets	-	10,452	(54,228)	(4,043)	-	-	-	-	(47,819)
	961,161	37,029	1,520,532	1,436,128	-	-	186,946	-	4,141,796
Expenses:									
Salaries, wages and benefits	700,800	346,255	549,422	550,140	-	-	142,803	-	2,289,420
Interest on long term debt	-	-	61,699	248	-	-	-	-	61,947
Materials	258,737	173,998	725,324	508,973	11,062	-	80,742	-	1,758,836
Contracted services	152,210	591,888	82,610	56,357	-	-	-	39,128	922,193
Transfer to other governments and the public	-	-	-	-	301,488	440,630	56,512	11,500	810,130
Amortization of tangible capital assets	10,788	102,987	948,306	449,730	-	-	67,857	-	1,579,668
	1,122,535	1,215,128	2,367,361	1,565,448	312,550	440,630	347,914	50,628	7,422,194
Deficiency of revenues over expenses	(161,374)	(1,178,099)	(846,829)	(129,320)	(312,550)	(440,630)	(160,968)	(50,628)	(3,280,398)
Funded through:									
Taxation									4,158,361
Annual surplus									\$ 877,963



REPORT TO COUNCIL

Report No.:	FC-2020-08
Council Date:	October 7, 2020
From:	Fire Chief / CEMC
Subject:	Operations Update

Training

Five-person group training occurs on Monday evening with two separate sessions. Ten person training occurs on regular Tuesday evening training with separate station groups on no more than ten members in each. This arrangement will remain until the end of December.

Opioid overdose recognition and Naloxone administration training with the North Bay Parry Sound District Health Unit has been completed for 22 Firefighters and Officers. The members were issued a new Operational Guideline, OG 1207 Naloxone Procedures to guide them on work procedures.

Operations

Our opioid overdose intervention procedures are now operational. Each main fleet truck is equipped with two Naloxone kits for use by fire crew on a recognized drug overdose scene. There has been no additional cost for the new service implementation. All training completed on regular training nights and the naloxone kits provided to the Fire Department at no cost as per our partnership with North Bay Parry Sound Harm Reduction Program and Ontario Naloxone Program.

Mutual Aid Training

Mutual Aid training continues with McKellar Fire Department for tanker shuttle rural water supply.

Mutual Aid reciprocal training continues with Parry Sound Fire Department.

MUNICIPALITY OF MCDOUGALL FIRE / EMERGENCY SERVICES, 2020

1) FIRE & RESCUE SERVICES	STANDARD ACTIVITY REPORT													
MONTH	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2020	2019
1) CALL ANALYSIS														
i) Structure Fire/misc fire/chimney fires		1	2			1							4	5
ii) Wildland Fire				1									1	2
iii) Vehicle Fire													0	0
iv) Motor Vehicle Collision	1		1		1	1	2	2					8	15
v) District MVC Response	1												1	1
vi) Rescue (including elevator rescues)		1	1			1		1					4	2
vii) Other Public Emergency / Service				4	1	4	1	2	1				13	11
viii) unauthorized burning	1		1	7	3		4						16	6
ix) fire / CO/ smoke alarms activated				2									2	17
x) call cancelled on route													0	2
xi) Mutual Aid		2	1		4								7	13
xii) Medical VSA or Suspected Cardiac													0	12
xiii) Tiered Medical	1	1											2	10
xiv) Railway Line Fire					1								1	2
xv) Total Calls	4	5	6	14	10	7	7	5	1	0	0	0	59	98
xvi) Dollar Save Value		\$275,000	\$225,000										\$500,000	\$12,200,000
2) STAFF & RESPONSE LEVELS														
Average Dispatch time (sec)	59	48	59	45	51	56	49	60	68				55	51
Average response time; page to first truck out (min)	5.24	5.17	4.17	6.11	5.11	1.55	4.11	4.31	9.00				5.16	4.45
Average response time; page to truck onscene (min)	8	9	7.49	8.24	12.23	10.38	10.00	10.16	19.00				10.50	10.28
Average # of personnel responding	12	9	10	4	10	9	6	6	9				9.00	10.00
Average total call time per call (min)	59	37	140	82	158	70	74	93	62				86.00	116.00
Total emergency scene person hours accumulated	17	38	101	48	230	95	23	34	9				595.00	1428.00
3) EDUCATION														
a) General Training (2.5 hour sessions)	3	4	1	3	3	9	12	14	8				57	48
b) Attendance at Ontario Fire College hrs		40	0										40	268
c) Fire Pre/Public Ed/Emergency Preparedness hrs	2		20										22	20
e) Mutual Aid Training in hours	3	5	4						14				26	109
f) Health & Safety training & meetings sessions	1	2	2	1					2				8	3
4) FIRE SAFETY INSPECTIONS														
a) request / safety concern inspection									3				3	7
b) in service smoke alarm inspection									7				7	91
5) FINANCIAL														
Revenue Fire/Rescue Highway Responses													\$0	\$2,862
Revenue Fire Marque, Insurance Claim Fire Response		\$17,348											\$17,348	\$21,600



REPORT TO COUNCIL

Report No.:	PW 2020-07
Council Date:	October 07, 2020
From:	Nick Thomson Public Works Manager
Subject:	Monthly Report

Background:

The Public Works Department has been continuing with regular operations.

We continue to work with the engineering firm to complete the road needs study. Initial road assessments are complete, a second set of traffic counts are currently out.

We are currently working on drainage areas throughout the municipality and trying to keep up with the busy beavers, we have also been utilizing reclaimed asphalt on various roads for patching larger sections. Also all catch basins have been cleaned out for the fall storm water.

The Nobel beach prep work is all complete the new flex beam has been put up as well as two new gates to finish it off.

We still expect to take possession of our new Ford F550 truck later this fall.

Within the next couple of weeks we are planning on getting a head start on Lake Forest Drive with some ditching and minor culvert replacements into the mid fall.

Landfill operations have been running efficiently with no issues to mention.

Recommendation:

That Council receive this report for information.



REPORT TO COUNCIL

Report No.:	ENV-5-2020
Council Date:	Oct.7, 2020
From:	Steve Goman
Subject:	Environmental Services Report

Background:

Dept. Wide: COVID-19 procedures are still in place to reduce the potential spread of the virus. We have made keeping our Essential Services running a priority. We have been able to maintain regulatory compliance within the Department.

Landfill Leachate:

The facility has been functioning well. We are prepared for higher flows during the fall. No operational problems to report.

Nobel Water:

The system is functioning well. We are preparing for a System audit followed by License and Permit renewal this fall. Fall flush of the Hydrants will be completed this month.

Crawford Septic:

Seasonal flows are normal.

Recommendation:

Landfill Leachate:

No further action required

Nobel Water:

No further action required.

Crawford Septic:

No further action required.

2021

Water Financial Plan



The Corporation of the
Municipality of McDougall

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Introduction & Summary

This Financial Plan has been prepared to comply with the requirements of Ontario Regulation 453/07 and addresses The Corporation of the Municipality of McDougall's Drinking Water System and associated distribution system. The form and content of financial plans for municipal water systems are prescribed under Ontario Regulation 453/07 (the "Regulation"). Under the terms of the Regulation we are required to prepare a financial plan that:

- i. Is approved through a Council resolution that indicates that the drinking water system is financially viable
- ii. Extends over a minimum of six years and includes a statement that the financial impacts of the drinking water system have been considered
- iii. For each year of the financial plan includes details of the proposed or projected financial operations of the system itemized by:
 - Total revenues, further broken down into water rates user charges and other revenues
 - Total expenses further broken down into amortization expenses interest expenses and other expenses
 - Annual surplus or deficit
 - Accumulated surplus or deficit
- iv. Includes details of the proposed or projected financial position of the system itemized by:
 - Total financial assets
 - Total liabilities
 - Net debt
 - Non-financial assets
 - Changes in tangible capital assets
- v. Details the proposed or projected gross cash receipts and cash payments itemized by:
 - Operating transactions
 - Capital transactions
 - Investing transactions
 - Financing transactions
 - Changes in cash and cash equivalents during the year
 - Cash and cash equivalents at the beginning and end of year

This financial plan utilizes the guidelines of the Public Sector Accounting Board standards PSAB 3150 for Tangible Capital Assets (TCA) as required by Ontario Regulation 453/07. PSAB 3150 ensures municipalities and ratepayers are more aware of the investment in physical infrastructure and the cost of using an asset to provide services over its useful life. Furthermore, it also encourages long-term planning for capital renewal and replacement.

Following approval of the Financial Plan by Council, any requested changes will be made and the plan will be published on the Municipality of McDougall website and submitted to the Ministry of Municipal Affairs and Housing, as required by the legislation. Hard copies will be available to the public upon request.

Service Context

The supply of fresh, clean water is a very important service to the Municipality. Residents expect to be able to turn on their tap at any time and be able to trust that the water being supplied is safe to drink. The Municipality owes a duty of care to residents and businesses to ensure that water is available, clean and safe and it is this responsibility that guides Staff in its day to day operations, long term planning and recommendations to Council.

Drinking Water – Levels of Service

Performance Measure	Level of Service Objective	Performance Measure Process	2019 Performance Measured	Desired Level of Service
Purpose	Managing the water distribution system in accordance with all applicable legislation.	Number of customer service requests relating to quality/water taste.	1 Customer requests.	5 Customer requests.
Reliability	Provide users with a consistent supply of drinking water.	Number of unexpected interruptions of service.	0 Unexpected interruptions.	0 Unexpected interruptions.
Safety	Provide users with a safe supply of drinking water.	Number of AWQI (Adverse Drinking Water Quality Indicator)	0 AWQI cases.	0 AWQI cases.
		Number of pipe line breaks per 100km.	0 Pipe line break per 100km.	0 Pipe line breaks per 100km.
		Repair time after pipe breaks.	0 hours.	12 hour repair time after pipe breaks.
		Customer service request response time.	N/A, Completed within 0 hours in 2019.	12 hour response time.
Quality	Maintaining and continually improving the D.W.Q.M.S.	Number of improvements to the D.W.Q.M.S.	8 D.W.Q.M.S. improvements in 2019.	5 D.W.Q.M.S. improvements annually.
Capacity	Providing enough drinking water to residents with water connections and sufficient volume for fire protection.	Number of customer service requests relating to water pressure.	0 Customer service requests relating to water pressure.	5 Customer service requests relating to water pressure.

Performance Measure	Level of Service Objective	Performance Measure Process	2019 Performance Measured	Desired Level of Service
Operations	Water quality meets legislative requirements.	Inspections schedule. Water main flushing schedule.	Inspections completed daily. Annual flushing complete in 2019.	Daily inspections (Provincial regulation). Annual water main and hydrant flushing (Provincial regulation).
Maintenance	Respond to customer service maintenance requests and provide scheduled maintenance.	Work related to customer maintenance requests and scheduled maintenance completion times.	1 Customer service requests. Maintenance & repairs completed within 3 hours after beginning/notice.	3 Customer service requests. Maintenance & repairs completed within 12 hours after beginning/notice.
Renewal	Useful lives of infrastructure should be increasing with the replacement of components.	Infrastructure useful lives.	Average useful life is increasing with renewals. * 2012 Average Life: 71%	Infrastructure components are replaced before the end of the asset's lifecycle.
Upgrade/New	Residents and businesses who have access to Municipal water receive a sufficient amount of quality drinking water while maintaining a supply for fire protection.	Provision of water infrastructure to users who are eligible.	All users with Municipal water access have enough quality water. There is an ample amount of water for fire protection.	All users with Municipal water access have enough quality water. There is an ample amount of water for fire protection.

*As per 2013 Drinking Water System Asset Management Plan approved by council

resolution

Water System Inventory

The Municipality's drinking water system consists of a network of pipes, maintenance holes, valves, hydrants, connections, a pumping station, and a chlorination room. The summary below provides a list of asset components*:

Asset Type	Asset Component	Inventory
Linear	Local Pipes	
	400mm	308m
	350mm	4,433m
	300mm	40m
	250mm	1,055m
	200mm	3,759m
	150mm	5,366m
	Valves & Chambers	92
	Hydrants	95
	Equipment	13
	Service Connections	343
Facilities	Chlorination Room in Parry Sound Water Tower	1
	Water Dept. Storage & Sampling Structure	1
	Pumping Station Structure Decommissioned in Jan 2008, Storage building only	1

*As per 2020 asset listing

Water By-Laws

The By-law for the Regulation of Water Supply By-law No. 2011-53 is a comprehensive By-law addressing all water related matters such as application for water service, operation of the water system, water services, water restrictions, prohibitions and enforcement. This By-law also addresses the Regulation of Cross Connection and Backflow Prevention on plumbing systems which is required to protect the Municipal

drinking water supply and distribution system from contamination.

Water System Needs & Revenue Requirements

Asset Management

In April of 2014, Finance staff in consultation with Management staff completed and presented the Asset Management Plan (AMP) for the Municipality. Included in this plan are the assets used by the Water Division to treat and supply water. The AMP outlined that currently 27% of water assets have a useful life of 75-100 years and that 48% of water assets have a useful life of 50-75 years. 57% of the water assets are deemed to be in excellent condition compared to 43% being in good condition.

There are no major capital replacements scheduled over the six year legislated period. Over the last three years the Municipality has not replaced or renewed any major drinking water assets; minor rehabilitation and repairs have been performed on the SCADA system as well as chlorination equipment. The Municipality has focused on reserve building and will continue to do so. Looking towards the next 20 years, a series of major asset lives come up for renewal namely hydrants and service connections. Further resources will be required and reserve building is important to ensure financial sustainability in the future.

Growth

The costs of major water expansion projects related to growth are to be funded by the developer. Individual connections and lot “infilling” are funded by the property owner by way of a connection fee and/or new service fee as per the Water By-Law. Water System growth is limited by distribution restrictions imposed by the Town of Parry Sound as per By-Law 2006-36 a maximum of 1,908 cubic meters of water supplied per day (m³/day). As per the 2019 Summary report to council, the systems average daily demand is at 248m³/day of a design demand of 763 m³/day, or at 33% of original design daily demand. It can also be stated that the system’s average daily demand (248m³/day) was only 13% of the maximum daily demand (1,908m³/day). Looking at these numbers you can see there is room for growth without considering infrastructure development.

Operations & Maintenance

Operating expenses typically detail the on-going, day-to-day expenses associated with the production and treatment of water. Items such as wages, benefits, chemicals and utility costs are included in the systems operating expenses. A major component of the operating budget is the water purchased from the Town of Parry Sound. The Municipality started receiving water from the Town of Parry Sound December 2006. The Municipality of McDougall receives cost increases for water purchased from the Town of Parry Sound that are adjusted annually. The annual increases subsequently increase the bi-monthly rate for McDougall users.

Preventative Maintenance

Preventative maintenance represents a proactive approach to maintaining the water distribution system. Acts of preventative maintenance often address issues before they cause a major problem or breakdown and can result in significant cost savings. Below are some of the key programs that fall under this heading.

- Regular inspection of hydrants and manual hydrant flushing (Spring & Fall)
- Hydrant maintenance is conducted and is comprised of two components:
 - i. Annual Maintenance, and
 - ii. Winter Inspection
- Valves are exercised to ensure functionality and identify deficiencies.
- The Supervisory Control and Data Acquisition (SCADA) system equipment and station pumps undergo life cycle maintenance based on manufacturers' specifications or as required by the regulations.

Unplanned Maintenance

Unplanned maintenance typically consists of repairing leaks or other deficiencies (e.g. damaged hydrants) that are reported by the public or Municipal staff. For facilities, required maintenance work may be identified by Operators during regular visits to the facilities. Often unplanned maintenance can be costly and disruptive for the customers, which is why significant effort and focus is put on preventative maintenance.

Financial Model & Budget Process

Financial Model

In April 2014 Council approved the Asset Management Plan. This plan gave an overview of where the Municipality is with regards to its linear infrastructure, including roads, water mains and other assets. This model will continue to be updated and improved and will become the backbone to the capital budget as well as the operating maintenance budget

Operating Budget Process

Operating Costs are generally costs that relate to the operational issues of supply, distribution and purchase of water for the current year including the staff, supplies and other costs required for management and maintenance of water system assets. It is generally accepted that due to the immediate benefit and short term impact of Operating expenditures, they will be funded through the collection of user rates within the year the costs are incurred.

The Water Operating Budget can be divided into the following categories:

- Salaries, Wages, Benefits
- Administration & Personnel Costs
- Water Supply Costs

- Treatment & Distribution Costs
- Equipment & Vehicle Costs
- Insurance

In addition to these categories the Income Statement for the Water Division will include amortization of Tangible Capital Assets (TCA) consistent with PSAB Section 3150.

The budgets for Salaries, Wages and Benefits, Administration & Personnel Costs, Treatment and Distribution Costs, Equipment and Vehicle Costs and Insurance are typically driven by inflation and in some cases changes in operations. The water supply contract with the Town of Parry Sound is scheduled to be renegotiated in 2026.

The annual budget is developed through consultation with management prior to approval by council.

Capital Budget Process

Capital Costs are those expenditures which increase the value of the system, improve the system, replace existing assets and/or extend the lifespan of those assets.

On an annual basis, projects are reviewed and adjusted to reflect changes in the background information, inflationary impacts, changing priorities within the Municipality and coordination with development plans. The resulting annual Capital Budgets are approved by Council.

Revenue & Rates

Currently the rates are structured by a fixed component. The fixed charge is a flat rate billed to all customers based on the type of connection (residential, commercial, institutional). Annual rates are based on the funding needs for both the Operating and Capital budgets and cover the annual increases to purchase water from the Town of Parry Sound as well as to help fund reserves.

Financial Statements

In June 2006, the Public Sector Accounting Board (PSAB) approved PSAB 3150, requiring municipalities to report Tangible Capital Assets in their Statement of Financial Position effective January 1, 2009. Starting with the 2009 audited financial statements all municipalities moved to a full accrual financial statement format. This change required the inclusion of tangible capital assets, related accumulated amortization, removal of capital and reserve and reserve fund statements, introduction of accumulated surplus including all reserve and reserve funds balances. The attached forecasted financial statements have been prepared under these requirements as well following Ontario Regulation 453/07.

Statement of Operations

	2021	2022	2023	2024	2025	2026	2027
Revenue							
Projected Rate Increase		2.48%	2.64%	2.57%	2.51%	2.44%	2.58%
User Rate Billings	\$ 288,086	\$ 295,223	\$ 303,009	\$ 310,795	\$ 318,582	\$ 326,368	\$ 334,803
Miscellaneous User Charges	6,500	5,610	5,610	5,610	5,610	5,610	5,610
Recovery of Expenses	113,779	116,598	119,673	122,748	125,823	128,898	132,230
One time contribution to capital	398,036						
Total Revenue	806,401	417,431	428,292	439,154	450,015	460,876	472,642
Operating Expenses							
Salaries, Wages, Benefits	\$ 239,765	\$ 245,759	\$ 251,903	\$ 258,201	\$ 264,656	\$ 271,272	\$ 278,054
Administration & Personnel Costs	15,700	16,093	16,495	16,907	17,330	17,763	18,207
Water Supply Costs	95,000	97,354	99,921	102,489	105,056	107,624	110,405
Treatment & Distribution Costs	27,400	28,085	28,787	29,507	30,244	31,001	31,776
Equipment & Vehicle Costs	6,500	6,663	12,829	7,150	7,329	7,512	7,700
Insurance	17,000	17,425	17,861	18,307	18,765	19,234	19,715
One time donation							
Total Operating Expenses	401,365	411,378	427,796	432,560	443,380	454,405	465,856
Debt Charges - Interest Payments	2,478	506					
Amortization Expense	226,761	226,761	226,761	237,761	237,761	237,761	237,761
Total Expenses	\$ 630,604	\$ 638,644	\$ 654,556	\$ 670,321	\$ 681,140	\$ 692,166	\$ 703,617
Annual Surplus (Deficit)	\$ 175,797	-\$ 221,213	-\$ 226,264	-\$ 231,167	-\$ 231,125	-\$ 231,290	-\$ 230,975
Accumulated Surplus - beginning of year	7,372,120	7,547,918	7,326,705	7,100,441	6,869,274	6,638,148	6,406,859
Accumulated Surplus - end of year	\$ 7,547,918	\$ 7,326,705	\$ 7,100,441	\$ 6,869,274	\$ 6,638,148	\$ 6,406,859	\$ 6,175,884

Projected annual inflation rates for operating costs

	2021	2022	2023	2024	2025	2026
Salaries, Wages, Benefits	2.48%	2.64%	2.57%	2.51%	2.44%	2.58%
Administration & Personnel Costs	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Water Supply Costs	2.48%	2.64%	2.57%	2.51%	2.44%	2.58%
Treatment & Distribution Costs	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Equipment & Vehicle Costs	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Insurance	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%
Financial & Interest Expenses	2.5%	2.5%	2.5%	2.5%	2.5%	2.5%

Statement of Financial Position

	2021	2022	2023	2024	2025	2026	2027
Financial Assets							
Cash, Investments	\$ 693,315	\$ 690,624	\$ 691,121	\$ 642,714	\$ 649,349	\$ 655,820	\$ 662,606
Water Debenture Receivable	31,154	-	-	-	-	-	-
Total Financial Assets	724,469	690,624	691,121	642,714	649,349	655,820	662,606
Financial Liabilities							
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Long Term Liabilities	39,392	-	-	-	-	-	-
Total Financial Liabilities	39,392	-	-	-	-	-	-
Net Financial Assets (Net Debt)	\$ 685,076	\$ 690,624	\$ 691,121	\$ 642,714	\$ 649,349	\$ 655,820	\$ 662,606
Non Financial Assets							
Tangible Capital Assets	\$ 11,401,934	\$ 11,401,934	\$ 11,401,934	\$ 11,456,934	\$ 11,456,934	\$ 11,456,934	\$ 11,456,934
Accumulated Amortization	4,539,093	4,765,853	4,992,614	5,230,374	5,468,135	5,705,896	5,943,656
Total Non Financial Assets	6,862,841	6,636,081	6,409,320	6,226,560	5,988,799	5,751,038	5,513,278
Accumulated Surplus - end of year	\$ 7,547,918	\$ 7,326,705	\$ 7,100,441	\$ 6,869,274	\$ 6,638,148	\$ 6,406,858	\$ 6,175,884

Statement of Cash Flows

	2021	2022	2023	2024	2025	2026	2027
Operating Transactions							
Projected Annual Surplus (Deficit)	\$ 175,797	-\$ 221,213	-\$ 226,264	-\$ 231,167	-\$ 231,125	-\$ 231,290	-\$ 230,975
Decrease in Water Debenture Receivable	37,461	31,154	-	-	-	-	-
Items not involving cash:							
Amortization	226,761	226,761	226,761	237,761	237,761	237,761	237,761
Cash used for Operating Transactions	440,018	36,702	497	6,593	6,635	6,471	6,786
Financing Transactions							
Proceeds from Long Term Debt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repayments	- 40,897	- 40,897	-	-	-	-	-
Cash used for Financing Transactions	- 40,897	- 40,897	-	-	-	-	-
Capital Transactions							
System Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Watermain Replacement/Rehabilitation	-	-	-	-	-	-	-
Fleet & Equipment	-	-	-	-	-	-	-
Facilities	-	-	-	-	-	-	-
Cash used for Capital Transactions	-	-	-	-	-	-	-
Net Change in Cash/Cash Equivalents	\$ 399,122	-\$ 4,195	\$ 497	\$ 6,593	\$ 6,635	\$ 6,471	\$ 6,786
Beginning Balance	49,532	448,654	444,459	444,956	451,549	458,184	464,655
Ending Balance	\$ 448,654	\$ 444,459	\$ 444,956	\$ 451,549	\$ 458,184	\$ 464,655	\$ 471,441

Schedule of Projected Liabilities

	2021	2022	2023	2024	2025	2026	2027
Long Term Debt Financed by Municipality							
Opening Balance	\$ 76,861	\$ 39,392	\$ -	\$ -	\$ -	\$ -	\$ -
Repayments	- 76,861	- 39,392	-	-	-	-	-
New Long Term Debt	-	-	-	-	-	-	-
Ending Balance	-	-	-	-	-	-	-

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Municipal Policing Bureau
Bureau des services policiers des municipalités**

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File Reference:

612-20

September 28, 2020

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2021 Annual Billing Statement package.

This year's billing package includes a statement for the 2019 year-end reconciliation. The final cost adjustment calculated as a result of the 2019 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2021 calendar year.

The final reconciliation of the 2021 annual costs will be included in the 2023 Annual Billing Statement.

For more detailed information on the 2021 Annual Billing Statement package please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

A handwritten signature in black ink, appearing to read "Phil Whitton", with a long horizontal flourish extending to the right.

Phil Whitton
Superintendent
Commander,
Municipal Policing Bureau

OPP 2021 Annual Billing Statement

McDougall M

Estimated costs for the period January 1 to December 31, 2021

Please refer to www.opp.ca for 2021 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,958		
	Commercial and Industrial	53		
	Total Properties	<u>2,011</u>	177.48	356,904
Calls for Service	(see summaries)			
	Total all municipalities	168,336,779		
	Municipal portion	0.0775%	64.84	130,385
Overtime	(see notes)		7.53	15,150
Prisoner Transportation	(per property cost)		2.11	4,243
Accommodation/Cleaning Services	(per property cost)		<u>4.68</u>	<u>9,411</u>
Total 2021 Estimated Cost			<u>256.64</u>	516,094
2019 Year-End Adjustment	(see summary)			3,938
Grand Total Billing for 2021				<u>520,032</u>
2021 Monthly Billing Amount				43,336

OPP 2021 Annual Billing Statement

McDougall M

Estimated costs for the period January 1 to December 31, 2021

Notes to Annual Billing Statement

- 1) **Municipal Base Services and Calls for Service Costs** - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2021 billing purposes the allocation of the municipal workload in detachments has been calculated to be 53.1 % Base Services and 46.9 % Calls for Service. The total 2021 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) **Base Services** - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$177.48 estimated for 2021. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) **Calls for Service** - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) **Overtime** - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2016, 2017, 2018 and 2019 has been analyzed and averaged to estimate the 2021 costs. The costs incorporate the 2021 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2021 hours and salary rates and included in the 2023 Annual Billing Statement.
- 5) **Court Security and Prisoner Transportation (CSPT)** - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2021 costs have been based on 2019 security activity. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. These costs will be reconciled to the actual cost of service required in 2021.

There was no information available about the status of 2021 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.

- 6) **Year-end Adjustment** - The 2019 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2021 Estimated Base Services and Calls for Service Cost Summary
For the period January 1 to December 31, 2021

Salaries and Benefits		Positions	Base	Total Base Services and Calls for Service	Base Services	Calls for Service
		FTE	%	\$/FTE	\$	\$
Uniform Members	Note 1					
Inspector		25.65	100.0	163,514	4,194,122	4,194,122
Staff Sergeant-Detachment Commander		10.64	100.0	146,750	1,561,415	1,561,415
Staff Sergeant		33.08	100.0	136,731	4,523,048	4,523,048
Sergeant		217.05	53.1	122,479	26,584,114	14,103,482
Constable		1,701.98	53.1	104,552	177,945,194	94,399,884
Part-Time Constable		6.55	53.1	83,335	545,844	289,172
Total Uniform Salaries		1,994.95		-	215,353,736	119,071,123
Statutory Holiday Payout				3,873	7,701,966	4,212,066
Shift Premiums				1,033	1,988,817.77	1,055,068
Uniform Benefits - Inspector				25.86%	1,084,600	1,084,600
Uniform Benefits - Full-Time Salaries				30.37%	63,963,402	34,800,324
Uniform Benefits - Part-Time Salaries				14.98%	81,767	43,318
Total Uniform Salaries & Benefits					290,174,290	160,266,499
Detachment Civilian Members	Note 1					
Detachment Administrative Clerk		173.80	53.1	66,104	11,488,895	6,094,799.27
Detachment Operations Clerk		1.88	53.1	63,248	118,905	63,248
Detachment Clerk - Typist		0.33	53.1	56,792	18,741	10,223
Court Officer		17.20	53.1	67,187	1,155,622	612,748
Crimestoppers Co-ordinator		0.80	53.1	62,084	49,667	26,075
Total Detachment Civilian Salaries		194.01			12,831,831	6,807,093
Civilian Benefits - Full-Time Salaries				29.53%	3,789,240	2,010,135
Total Detachment Civilian Salaries & Benefits					16,621,071	8,817,228
Support Costs - Salaries and Benefits	Note 2					
Communication Operators				6,940	13,844,953	7,570,777
Prisoner Guards				1,853	3,696,642	2,021,419
Operational Support				5,129	10,232,099	5,595,175
RHQ Municipal Support				2,647	5,280,633	2,887,586
Telephone Support				120	239,394	130,907
Office Automation Support				673	1,342,601	734,169
Mobile and Portable Radio Support				264	528,396	288,911
Total Support Staff Salaries and Benefits Costs					35,164,718	19,228,943
Total Salaries & Benefits					341,960,078	188,312,670
Other Direct Operating Expenses	Note 2					
Communication Centre				165	329,167	179,997
Operational Support				742	1,480,253	809,440
RHQ Municipal Support				148	295,253	161,452
Telephone				1,456	2,904,647	1,588,336
Mobile Radio Equipment Repairs & Maintenance				39	78,059	42,680
Office Automation - Uniform				2,603	5,192,855	2,839,587
Office Automation - Civilian				1,803	349,800	185,565
Vehicle Usage				8,294	16,546,115	9,047,842
Detachment Supplies & Equipment				502	1,001,465	547,627
Uniform & Equipment				2,102	4,207,153	2,300,345
Uniform & Equipment - Court Officer				925	15,910	8,436
Total Other Direct Operating Expenses					32,400,676	17,711,305
Total 2021 Municipal Base Services and Calls for Service Cost					\$ 374,360,754	\$ 206,023,975
Total OPP-Policed Municipal Properties						1,160,856
Base Services Cost per Property						\$ 177.48

OPP 2021 Estimated Base Services and Calls for Service Cost Summary

For the period January 1 to December 31, 2021

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2016 through 2019. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 87.76 FTEs with a cost of \$14,900,558 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2021 salaries incorporate the 2021 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (uniform staff - 1.00% January 1 and 0.97% July 1, civilian staff (one 2021 increase) 1.0% January 1). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2020-21). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 53.1% Base Services : 46.9% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2020 Municipal Policing Cost-Recovery Formula.

OPP 2021 Calls for Service Billing Summary
McDougall M
Estimated costs for the period January 1 to December 31, 2021

Calls for Service Billing Workgroups	Calls for Service Count					2021 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2021 Estimated Calls for Service Cost
	2016	2017	2018	2019	Four Year Average				
					A	B	C = A * B		
					Note 1			Note 2	Note 3
Drug Possession	4	2	-	2	2	6.5	13	0.0008%	1,313
Drugs	1	1	-	-	1	45.9	23	0.0014%	2,318
Operational	109	118	123	111	115	3.6	415	0.0249%	41,913
Operational 2	58	56	55	128	74	1.3	97	0.0058%	9,751
Other Criminal Code Violation	7	3	6	12	7	7.8	55	0.0033%	5,516
Property Crime Violations	28	31	39	43	35	6.5	229	0.0137%	23,146
Statutes & Acts	12	23	23	23	20	3.4	69	0.0041%	6,955
Traffic	42	28	30	35	34	3.4	115	0.0069%	11,592
Violent Criminal Code	13	10	28	18	17	16.0	276	0.0166%	27,881
Total	274	272	304	372	306		1,291	0.0775%	\$130,385
Provincial Totals	Note 4	364,578	368,157	391,030	429,951	388,429	1,666,390	100.0%	\$168,336,779

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals.
- 4) Provincial Totals exclude data for both municipal dissolutions and amalgamations

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OPP 2021 Calls for Service Details
McDougall M
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Grand Total	274	272	304	372	305.50
Drug Possession	4	2	0	2	2.00
Drug Related Occurrence	1	0	0	1	0.50
Possession - Cannabis	3	2	0	0	1.25
Possession - Cocaine	0	0	0	1	0.25
Drugs	1	1	0	0	0.50
Drug Operation - Rural Grow	0	1	0	0	0.25
Production - Cannabis (Marihuana) (Cultivation)	1	0	0	0	0.25
Operational	109	118	123	111	115.25
Accident - non-MVC - Industrial	0	0	0	1	0.25
Alarm - Master Code	0	0	2	0	0.50
Alarm - Others	2	1	0	1	1.00
Animal - Bear Complaint	5	2	1	1	2.25
Animal - Bite	1	0	0	0	0.25
Animal - Injured	1	2	4	0	1.75
Animal - Left in Vehicle	0	0	1	0	0.25
Animal - Master Code	0	0	1	0	0.25
Animal - Other	2	0	1	0	0.75
Animal - Stray	1	1	0	1	0.75
Assist Fire Department	0	2	2	0	1.00
Assist Public	26	18	20	11	18.75
Dogs By-Law	0	0	0	1	0.25
Domestic Disturbance	11	20	14	9	13.50
Family Dispute	10	7	12	16	11.25
Fire - Building	1	1	0	0	0.50
Fire - Other	1	0	1	0	0.50
Fire - Vehicle	0	0	1	0	0.25
Found - Bicycles	0	2	0	0	0.50
Found - Household Property	0	1	1	1	0.75
Found - License Plate	1	0	0	0	0.25
Found - Others	1	4	0	1	1.50
Found - Personal Accessories	1	0	0	1	0.50
Found Property - Master Code	2	2	4	1	2.25
Insecure Condition - Building	1	1	1	0	0.75
Lost - License Plate	1	0	0	0	0.25
Lost - Others	0	3	0	3	1.50
Lost - Radio, TV, Sound-Reprod. Equip.	0	0	0	1	0.25
Lost Property - Master Code	2	0	2	1	1.25
Missing Person 12 & older	1	3	1	1	1.50
Missing Person Located 12 & older	3	2	3	2	2.50
Missing Person Located Under 12	1	1	2	0	1.00
Missing Person under 12	0	1	2	0	0.75
Neighbour Dispute	10	10	7	19	11.50
Noise By-Law	0	1	0	0	0.25
Noise Complaint - Animal	0	0	1	0	0.25

OPP 2021 Calls for Service Details
McDougall M
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Noise Complaint - Others	1	0	2	1	1.00
Noise Complaint - Residence	1	4	2	1	2.00
Noise Complaint - Vehicle	0	0	0	1	0.25
Other Municipal By-Laws	0	1	1	0	0.50
Phone - Nuisance - No Charges Laid	2	2	3	2	2.25
Phone - Obscene - No Charges Laid	0	2	0	0	0.50
Phone - Other - No Charges Laid	2	2	0	0	1.00
Phone - Threatening - No Charges Laid	1	0	0	0	0.25
Sudden Death - Accidental	1	0	0	0	0.25
Sudden Death - Natural Causes	1	2	2	6	2.75
Sudden Death - Others	0	1	0	2	0.75
Suspicious Person	6	4	11	8	7.25
Suspicious vehicle	3	5	5	7	5.00
Trouble with Youth	3	8	11	9	7.75
Unwanted Persons	2	1	2	2	1.75
Vehicle Recovered - Automobile	1	1	0	0	0.50
Operational 2	58	56	55	128	74.25
911 call - Dropped Cell	1	5	4	47	14.25
911 call / 911 hang up	36	34	40	62	43.00
911 hang up - Pocket Dial	1	3	4	12	5.00
False Alarm - Accidental Trip	2	1	3	1	1.75
False Alarm - Cancelled	3	4	2	1	2.50
False Alarm - Malfunction	6	2	1	0	2.25
False Alarm - Others	1	0	0	2	0.75
Keep the Peace	8	7	1	3	4.75
Other Criminal Code Violations	7	3	6	12	7.00
Bail Violations - Fail To Comply	1	2	2	8	3.25
Breach of Probation	2	1	3	2	2.00
Contraband Tobacco	0	0	1	1	0.50
Libel - Defamatory	1	0	0	0	0.25
Offensive Weapons - Other Offensive Weapons	1	0	0	0	0.25
Offensive Weapons - Possession of Weapons	1	0	0	0	0.25
Trespass at Night	1	0	0	1	0.50
Property Crime Violations	28	31	39	43	35.25
Break & Enter	5	5	7	8	6.25
Fraud - False Pretence Over \$5,000	0	0	0	1	0.25
Fraud - False Pretence Under \$5,000	0	1	1	0	0.50
Fraud - Master Code	0	0	0	1	0.25
Fraud - Money/property/security Over \$5,000	0	2	1	1	1.00
Fraud - Money/property/security Under \$5,000	1	1	3	4	2.25
Fraud - Other	2	3	5	0	2.50
Fraud - Steal/Forge/Poss./Use Credit Card	1	2	0	0	0.75
Identity Fraud	0	1	0	1	0.50
Interfere with lawful use, enjoyment of property	0	1	0	1	0.50
Mischief - Master Code	10	4	3	5	5.50

OPP 2021 Calls for Service Details
McDougall M
For the calendar years 2016 to 2019

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2016	2017	2018	2019	
Possession of Stolen Goods under \$5,000	0	0	0	1	0.25
Property Damage	1	1	1	1	1.00
Theft from Motor Vehicles Under \$5,000	0	0	4	1	1.25
Theft of - All Terrain Vehicles	3	0	0	1	1.00
Theft of - Automobile	0	1	0	0	0.25
Theft of - Trucks	1	0	0	0	0.25
Theft of Motor Vehicle	0	0	0	1	0.25
Theft Over \$5,000 - Boat (Vessel)	0	1	0	0	0.25
Theft Over \$5,000 - Mine Equipment/Property	0	0	1	0	0.25
Theft Over \$5,000 - Other Theft	1	1	1	0	0.75
Theft Under \$5,000 - Bicycles	0	0	1	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	0	1	7	3	2.75
Theft Under \$5,000 - Master Code	0	1	2	1	1.00
Theft Under \$5,000 - Other Theft	3	4	1	9	4.25
Theft Under \$5,000 - Persons	0	1	0	2	0.75
Theft Under \$5,000 - Trailers	0	0	0	1	0.25
Theft Under \$5,000 Shoplifting	0	0	1	0	0.25
Statutes & Acts	12	23	23	23	20.25
Landlord / Tenant	3	5	13	6	6.75
Mental Health Act	2	4	6	3	3.75
Mental Health Act - Attempt Suicide	0	0	0	2	0.50
Mental Health Act - Placed on Form	1	2	0	0	0.75
Mental Health Act - Threat of Suicide	0	2	1	3	1.50
Mental Health Act - Voluntary Transport	3	2	2	3	2.50
Trespass To Property Act	3	8	1	6	4.50
Traffic	42	28	30	35	33.75
MVC - Others (Motor Vehicle Collision)	0	2	0	0	0.50
MVC - Personal Injury (Motor Vehicle Collision)	4	5	8	0	4.25
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	0	1	1	0.75
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	11	6	7	12	9.00
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	26	15	14	21	19.00
MVC (Motor Vehicle Collision) - Master Code	0	0	0	1	0.25
Violent Criminal Code	13	10	28	18	17.25
Assault - Level 1	6	3	13	3	6.25
Assault With Weapon or Causing Bodily Harm - Level 2	1	1	1	2	1.25
Criminal Harassment	1	3	2	1	1.75
Forcible confinement	1	0	0	0	0.25
Sexual Assault	2	1	6	1	2.50
Sexual Interference	0	0	2	1	0.75
Utter Threats - Master Code	0	1	1	0	0.50
Utter Threats to Person	2	1	3	10	4.00

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OPP 2019 Reconciled Year-End Summary

McDougall M

Reconciled cost for the period January 1 to December 31, 2019

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,921		
	Commercial and Industrial	<u>52</u>		
	Total Properties	<u>1,973</u>	191.43	377,688
Calls for Service				
	Total all municipalities	158,415,856		
	Municipal portion	0.0747%	59.99	118,363
Overtime			6.51	12,836
Prisoner Transportation	(per property cost)		2.03	4,005
Accommodation/Cleaning Services	(per property cost)		<u>4.91</u>	<u>9,687</u>
Total 2019 Reconciled Cost			<u>264.87</u>	522,579
Year Over Year Variance (reconciled cost for the year is not subject to phase-in adjustment)				
2018 Reconciled Cost per Property			266.74	
2019 Reconciled Cost per Property (see above)			<u>264.87</u>	
Cost per Property Variance		Decrease	1.87	
2019 Billed Amount				<u>(518,641)</u>
2019 Year-End-Adjustment				<u>3,938</u>

Note

The Year-End Adjustment above is included as an adjustment on the 2021 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2021.

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THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL

2021 COMMITTEE/COUNCIL SCHEDULE

JANUARY 20, 2021

FEBRUARY 3, 2021

FEBRUARY 17, 2021 - BUDGET

MARCH 3, 2021

APRIL 7, 2021

APRIL 21, 2021

MAY 5, 2021

MAY 19, 2021

JUNE 2, 2021

JUNE 16, 2021

JULY 14, 2021

AUGUST 11, 2021

SEPTEMBER 1, 2021

SEPTEMBER 15, 2021

OCTOBER 6, 2021

OCTOBER 20, 2021

NOVEMBER 3, 2021

NOVEMBER 17, 2021

DECEMBER 1, 2021

Place: Municipal Council Chambers, 5 Barager Boulevard, McDougall, Ontario, P2A 2W9. (Unless otherwise stated)

Time: Seven O'clock in the evening (7:00 p.m.) (unless otherwise stated).



September 16, 2020

MEDIA RELEASE

FONOM's Board of directors supports satellite internet access to bring improved services to Northern Ontario.

The Board adopted a resolution during a recent meeting in Hearst, held both electronically and in-person, supporting Starlink, a satellite internet service that's being developed by Space Exploration Technologies Corporation's (SpaceX).

The Resolution also calls on the Canadian Radio-television and Telecommunications Commission (CRTC) to permit and expand the company a Basic International Telecommunications Services (BITS) license.

"We know today our citizens require greater connectivity than 50/10 megabits per second," said FONOM President Danny Whalen. "FONOM believes that the Starlink program is our best option."

Discussions surrounding broadband and connectivity and advancing technologies dominated much of the meeting as FONOM looks to work with other municipal organizations and governments to bring improved Internet services to its 110 member communities. The FONOM executive will now be communicating with its partners to seek additional support for the Starlink program.

Other issues discussed during the meeting included Ontario Provincial Police governance and Ontario's Blue Box system support. The Board also explored how it can support industry and business in the North in a post-pandemic world. The Board also welcomed the announcement of the start of the Côte Gold Project, near Gogama, noting it demonstrates the vital role of Northern Ontario in the provincial and national economies.

FONOM is an association of some 110 districts/municipalities/cities/towns in Northeastern Ontario mandated to work for the betterment of municipal the government in Northern Ontario and to strive for improved legislation respecting local government in the North. It is a membership-based association that draws its members from northeastern Ontario and is governed by an 11-member board.

A handwritten signature in blue ink, appearing to read "Danny Whalen".

President Danny Whalen
705-622-2479

Lori West

From: FONOM Office/ Bureau de FONOM <fonom.info@gmail.com>
Sent: Thursday, September 24, 2020 2:27 PM
Subject: Broadband Draft Resolution
Attachments: MOTION - Starlight Program (1).docx

Good morning

At the recent FONOM Board meeting, Broadband dominated the discussion yet again. FONOM endorsed the Starlink Satellite System as an option to address the lack of strong, reliable, and affordable internet. Attached is a Draft Resolution some Municipalities have asked for on this issue.

Also, President Whalen has sent a letter to many members of the Federal, Provincial Government, and Chairs of several Municipal Organizations, asking them to consider our suggestion and position.

Please let us know if we can answer any of your council's questions.

Talk soon, Mac

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
615 Hardy Street North Bay, ON, P1B 8S2
Ph. 705-478-7672

MOTION



Subject: Starlink Program
File No.

Moved by Councillor:
Seconded by Councillor:

WHEREAS community social and economic well-being is dependent on fast, reliable, and affordable broadband connectivity and better cellular coverage;

AND WHEREAS Municipal, Provincial and Federal Governments as well as healthcare, education and other sectors will continue to depend on the internet to communicate, provide services and ensure accessibility to information;

AND WHEREAS digital literacy skills are essential to collaborate, innovate, and compete both regionally and globally and require appropriate and affordable broadband;

AND WHEREAS the availability of broadband that is on par with larger, urban areas in Canada is essential for Northern Ontario to achieve economic sustainability and social well-being;

AND WHEREAS in 2016 the Federation of Northern Ontario Municipalities (FONOM) requests that the internet be designated as an essential service and those efforts are undertaken to ensure all municipalities have access to affordable, fast, and reliable broadband;

AND WHEREAS the Federation of Northern Ontario Municipalities (FONOM) agreed that an option to explore and hopefully support would be the Starlink Program, by SpaceX.

THEREFORE BE IT RESOLVED THAT the _____ agrees that that Broadband is an essential service, and that the Canadian Radio-television and Telecommunications Commission (CRTC) should allow SpaceX and other private ventures to compete with those presently acting in the communication field, as they have the private financial ability to move forward.

BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to the Federal Minister of Science, Innovation, and Economic Development, the Provincial Minister of Economic Development, Employment and Infrastructure, the Provincial Minister of Northern Development and Mines, the Canadian Radio-television Telecommunications Commission (CRTC), Northeastern MPs and MPPs, the Leaders of the Opposition Parties, and the Federation of Northern Ontario Municipalities.

Carried ☐ Carried as amended ☐ Lost ☐

Conflict _____ Endorsement of
Chair _____

Yeas	_____	Nays	_____
	_____		_____
	_____		_____
	_____		_____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

Sent via email to: fonom.info@gmail.com

September 21, 2020

Mr. Mac Bain
Executive Director
Federation of Northern Ontario Municipalities (FONOM)
615 Hardy Street
North Bay, ON
P1B 8S2

Re: Feedback on AMO OPP Detachment Board Discussion Paper

Dear Mr. Bain,

We are responding to the feedback we have received on the AMO OPP Discussion Paper for the development of new OPP Detachment Boards released last spring. The negative response from FONOM and several northern municipalities was followed by several supportive resolutions from various DSSABs.

AMO has heard the initial concern expressed by FONOM around the idea of exploring the potential use of DSSABS for new OPP Detachment Boards in the north. AMO staff presented the nature of the feedback received to the AMO Board of Directors at their August 2020 meeting. After discussion, it was directed that AMO discontinue exploration around the idea of using DSSABs for new OPP Detachment Boards moving forward.

As new OPP Detachment Boards are established through regulation, AMO is appreciative of the feedback on the discussion paper. AMO will continue to receive additional input and advocate for the key principles that support connecting police and democratic governance as the goal behind creating new OPP Detachment Boards.

We thank you for your feedback and are pleased to respond accordingly after a full and informative discussion.

Sincerely,



Graydon Smith
AMO President
Mayor of the Town of Bracebridge

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2020-4019

September 18, 2020

RE: Parkland Dedication, Development Charges and the Community Benefits
Charges Authority

Dear Head of Council,

As you know, our government introduced the Housing Supply Action Plan last year with the goal of increasing the supply of housing across Ontario. As part of this effort, our Government introduced the community benefits charge (CBC) authority along with changes to the *Development Charges Act* and parkland dedication under the *Planning Act*.

Over the past year, the Ministry of Municipal Affairs and Housing consulted for over 300 days with municipalities, the development industry and the public on the implementation of the framework, including several aspects of the legislation and a regulatory approach. I value the input of our municipal partners.

I am writing to inform you that on September 18th, our government proclaimed the remaining amendments that were made to the *Development Charges Act* and the *Planning Act* by Bill 108, the *More Homes, More Choice Act*, and, Bill 197, the *COVID-19 Economic Recovery Act*. In addition, we have made a new regulation under the *Planning Act* and technical changes to regulations under the *Planning Act*, *Development Charges Act* and *Building Code Act* in order to finalize the framework for development charges, community benefits and parkland.

As of September 18, 2020, municipalities will have two years to transition to the new regimes. This will enable both the municipalities and builders to adjust to these changes in light of the pressures of COVID-19.

We listened to the feedback received during consultations, and that is why we are proposing to prescribe a percentage of 4% for the CBC authority that will be applied to land values to determine the maximum CBC for any particular residential development. The CBC could be used by local governments to fund capital costs of services that are needed due to higher density development and are not being recovered through other tools.

These amendments will enable growth to pay for growth, while also providing greater predictability of development costs in order to increase the supply of housing so that it is more attainable for Ontarians.

I thank you for your continued collaboration throughout the implementation of this new and enhanced framework.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is fluid and cursive, with the first letters of "Steve" and "Clark" being capitalized and prominent.

Steve Clark
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers
 Chief Planners
 Municipal Treasurers
 Kate Manson-Smith, Deputy Minister, Municipal Affairs and Housing
 Alex Beduz, Chief of Staff to Minister Clark, Municipal Affairs and Housing
 Jonathan Lebi, Assistant Deputy Minister, Local Government and Planning Policy
 Division
 Caspar Hall, Director, Municipal Finance Policy Branch

September 11, 2020

Dear Mayor and Council,

Thank you for the opportunity to discuss the Integrated Community Energy & Climate Action Plans (ICECAP) Partnership on Wednesday, September 2nd. ICECAP is a partnership between the Municipalities and First Nations located in the Georgian Bay Biosphere region for the purpose of a collaborative, more cost-effective approach to energy management and the reduction of greenhouse gas (GHG) emissions.

As the Association of Municipalities of Ontario has noted, climate change imposes numerous implications to municipal operations. Through effective climate change and energy planning, municipalities are better positioned to respond to future climate impacts, reduce GHG emissions, and protect their residents while simultaneously mitigating future costs and realizing short-term cost savings on energy. As discussed, our two requests were:

1. Join the Federation of Canadian Municipalities' Partners for Climate Protection Program, and
2. Join the ICECAP Partnership.

We are encouraged by your consideration of this important program and the regional ICECAP Partnership and look forward to furthering the conversation with the Mayor, Council, and/or Staff to determine a path forward.

Sincerely,



Daryle Moffatt,
ICECAP Co-Chair
Councillor,
Township of Seguin



Forrest Pengra,
ICECAP Co-Chair
Manager of Infrastructure & Technology,
Town of Parry Sound



Lori West

From: Thomas, Victoria (MECP) <>
Sent: Tuesday, September 8, 2020 11:06 AM
To: 'Tammy Hazzard' <THazzard@mcdougall.ca>

Subject: RE: Possible BGA in Harris Lake McDougall

Hello,

Our ministry's lab has analyzed the submitted samples using the Enzyme-Linked ImmunoSorbent Assay (ELISA). The sample collected from Harris Lake on August 7, 2020, had a Total Microcystins and Anatoxin-A in amounts less than the method detection limit.

Please see the attached ELISA results for more information.

Victoria Thomas
Senior Environmental Officer
Ministry of the Environment, Conservation and Parks

Login: **C265865**

Field ID:		HA-1						
Sample ID:		C265865-0001						
MOE*LIMS ID:		2020WS33-00016						
Station ID:								
Collect Date:		07 AUG 2020						
Sample Location Description:		HARRIS LAKE MCDUGALL						
Sample Comments Description:								
Listid	Parmname	Value	Units	Qual	Rmk1	Rmk2	MDL	Analysis Date
3469L1	Microcystins (total)	.1	ug/L	<MDL	EL 1		.1	14-AUG-2020
3568L1	Anatoxin-A	.2	ug/L	<MDL			.2	14-AUG-2020
3573L1	CYANO BLOOM TAXA		none	NDRS				12-AUG-2020
	NON-CYANO BLOOM TAXA		none	NDRS				12-AUG-2020
	MAT TAXA		none	NDRS				12-AUG-2020
	ALGAE SCAN TIER		none	NDRS				12-AUG-2020

90 Wollaston Lake Road
COE HILL, ON K0L 1P0
clerk@wollaston.ca
www.wollaston.ca



MAYOR: BARBARA SHAW
CLERK: BERNICE CROCKER
613-337-5731 (Phone)
613-337-5789 (Facsimile)

September 16, 2020

**MINISTRY OF MUNICIPAL
AFFAIRS AND HOUSING**
17th Floor, 777 Bay street
TORONTO, ON
M7A 2J3

ATTN: THE HON. STEVE CLARK

Dear Minister Clark:

At a special meeting of council held on August 24, 2020, members discussed concerns regarding the 2018 municipal election.

In the last six weeks of the 2018 municipal election in Wollaston Township, seasonal property owners presented signed leases with family members for sleeping cabins, bunkies and sheds. The \$100.00 leases added a significant number of new non-resident electors to the voters' list.

Although concerns were raised regarding the Township's Comprehensive Zoning By-law and non-use of the standard lease form, the leases were used as eligibility, allowing the children of seasonal property owners access to a Township election for the first time.

Because this gave the appearance of a pay to play campaign, and because the leases were with family members, and because no people actually lived in these structures that lacked hydro, running water and washroom facilities, this was reported to the OPP, who have a duty to enforce the rules and regulations of the *Municipal Elections Act*.

The OPP did not proceed with charges because they said there was no case law.

The following Motion was adopted:

MOTION NO.: 03
MOVED BY: TIM CONLIN
SECONDED BY: DARLENE COLTON

BE IT RESOLVED, that the Council of Wollaston Township ask Minister of Municipal Affairs and Housing, the Hon, Steve Clark, to review the *Municipal Elections Act* and provide amendments to ensure that loopholes are closed on any pay to play schemes in rural communities where non-resident electors are permitted to participate in elections so that \$100.00 leases do not turn into ballots for garden sheds.

AND BE IT FURTHER RESOLVED, that the County of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to review the Municipal Elections Act and provide amendments to provide clearer, stronger wording, to assist municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list.

AND BE IT FURTHER RESOLVED, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that there is a clear and accessible way to report election fraud.

AND BE IT FURTHER RESOLVED, that Council of Wollaston Township ask the Minister of Municipal Affairs and Housing, the Hon. Steve Clark, to ensure that the rules described in the Municipal Elections Act are actually enforceable even if there is not current case law.

AND BE IT FURTHER RESOLVED, that support for this resolution be sent to Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, all Ontario Municipalities and the Association of Municipalities of Ontario.

CARRIED

Should you have any questions or concerns regarding the above, do not hesitate to contact me.

Sincerely,



BERNICE CROCKER
Clerk/Administrator

cc. Premier Doug Ford, Daryl Kramp, M.P.P. for Hastings-Lennox and Addington, AMO and all Ontario Municipalities.



September 15, 2020

Hon. Caroline Mulroney
5th Floor, 777 Bay St.
Toronto ON, M7A 1Z8

Dear Hon. Caroline Mulroney,

Please be advised that at the Regular Meeting of Council on August 24, 2020, the Council of Loyalist Township passed the following resolution:

Resolution No. 2020.33.11

Moved by: Councillor Porter

Seconded by: Councillor Townend

Whereas the Ontario government, in partnership with the federal government, is delivering on its commitment to provide up to \$4 billion in urgently needed one-time assistance to Ontario's 444 municipalities;

And Whereas in addition to the support for municipalities, the government is providing over \$660 million in the first phase of transit funding to the 110 municipalities with transit systems to provide immediate relief from transit pressures, such as lower ridership, as well as for new costs due to COVID-19, such as enhanced cleaning and masks for staff;

And Whereas in the second phase, additional allocations will be provided based on expenses incurred to ensure the funding meets the needs of municipalities;

And Whereas as part of the Safe Restart Agreement with the federal government, up to \$2 billion is being provided to support public transit in Ontario;

And Whereas Ontario Regulation 191/11 being the Integrated Accessibility Standards, which applies to every designated public sector organization including municipalities, establishes accessibility standards, including transportation and as such, recognizes ferries as a form of public transportation;

And Whereas many municipalities located along large bodies of water such as Lake Ontario, including the Township of Frontenac Islands and Loyalist Township, are only accessible by public ferries which are connecting links to mainland highways and roads and form part of Ontario's road systems, making them critical public services;

And Whereas due to the COVID-19 Pandemic and restrictions placed on ferry services by Transport Canada as well as public health guide lines, ferry transit, similar to conventional transit, has experienced reduced ridership, additional costs to cover increased sanitization and requirement for masks for ferry operators, and reduced revenue due to the inability to collect cash fares;

Therefore, Be It Resolved that Loyalist Township requests that the Ministry of Transportation support the Canadian Ferry Association's request that ferries be considered part of the local transit system and that lost revenue be eligible for reimbursement;

And Further That a portion of the (pandemic) Federal funds be allocated towards municipal transportation ferry revenue loss and ferry expenditures resulting from the pandemic;

And that this resolution be circulated to all Ontario municipalities.

Regards,

A handwritten signature in cursive script, appearing to read "B Teeple".

Brandi Teeple
Deputy Clerk
Loyalist Township

cc. All Ontario Municipalities



The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

The Right Honourable Raymond Cho, Minister for Seniors and Accessibility
College Park 5th Flr, 777 Bay St,
Toronto, ON
M7A 1S5

Re: AODA Website Compliance Extension Request

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-281

- “1. **WHEREAS** Section 14(4) of O.Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021;
2. **AND WHEREAS** the municipality remains committed to the provision of accessible goods and services;
3. **AND WHEREAS** the municipality provides accommodations to meet any stated accessibility need, where possible;
4. **AND WHEREAS** the declared pandemic, COVID-19, has impacted the finances and other resources of the municipality;
5. **AND WHEREAS** the Accessibility for Ontarians with Disabilities Act contemplates the need to consider the technical or economic considerations in the implementation of Accessibility Standards;
6. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario extend the compliance deadline stated in Section 14(4) of O.Reg 191/11 to require designated public sector organizations to meet the compliance standards, by a minimum of one (1) year to at least January 1, 2022; **AND**,
7. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario consider providing funding support and training resources to meet these compliance standards.”

The impacts of the pandemic on municipal finances and resources affect the ability of municipalities to meet the January 1, 2021 deadline for full compliance with WCAG 2.0 Level AA.

We humbly request the Ontario government consider an extension request, in addition to financial support and training due to the unprecedented impacts of the global pandemic.

Regards,

A handwritten signature in black ink, appearing to read 'T. Fowkes', written in a cursive style.

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Honourable Doug Ford, Premier of Ontario
The Association of Municipalities of Ontario
All Ontario Municipalities



The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

Hon. Lisa McLeod, Minister of Heritage, Sport, Tourism and Culture Industries
6th Flr, 438 University Ave,
Toronto, ON
M7A 1N3

Re: Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-258:

"WHEREAS Royal Assent has been granted to Bill 108 entitled 'More Homes, More Choice Act, 2019' on June 6, 2019; and,

WHEREAS Schedule 11 of Bill 108 contains amendments to the Ontario Heritage Act which require appeals under the Ontario Heritage Act to be heard by the Local Planning Appeal Tribunal not the Conservation Review Board; and,

WHEREAS the Conservation Review Board is an adjudicative tribunal that, through the mandate provided by the Ontario Heritage Act, considers a number of matters such as:

- The proposed designation of a property as having cultural heritage value or interest;
- Applications for the repeal of a By-law on a specific property;
- Applications related to the alteration of a property covered by a By-law; and,
- Matters related to archaeological licensing. AND,

WHEREAS Schedule 11 of Bill 108 will come into effect on a date to be proclaimed by the Lieutenant Governor; and,

WHEREAS the Local Planning Appeal Tribunal are not experts in heritage matters unlike members of the Conservation Review Board; and,

WHEREAS the Local Planning Appeal Tribunal decisions are binding decisions unlike the Conservation Review Board non-binding recommendations; and,

WHEREAS the Ontario Heritage Act provides a means for municipalities to protect and preserve the cultural heritage value or interest of the municipality for generations to come; and,

WHEREAS the Conservation Review Board currently provides reports to municipal council's setting out its findings of fact, and its recommendations so that a final decision can be rendered by municipalities about what is valuable in their community;

WHEREAS the Town of Amherstburg remains committed to the preservation and protection of property of cultural heritage value or interest;

Website: www.amherstburg.ca

271 SANDWICH ST. SOUTH, AMHERSTBURG, ONTARIO N9V 2A5

Phone: (519) 736-0012 Fax: (519) 736-5403 TTY: (519) 736-9860

NOW THEREFORE BE IT RESOLVED THAT the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to remove the powers provided to the Local Planning Appeal Tribunal, retaining authority for hearing certain appeals by the Conservation Review Board; and,

BE IT FURTHER RESOLVED THAT the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to return the authority for final decisions to municipal council's as the elected representative of the communities wherein the property and its features of cultural heritage value exist; and,

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, Lisa McLeod the Minister of Heritage, Sport, Tourism and Culture Industries, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser Interim Leader of the Ontario Liberal Party, Mike Schreiner MPP and Leader of the Green Party of Ontario, Taras Natyshak MPP Essex County; and,

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Association of Municipalities of Ontario (AMO), all MPP's in the Province of Ontario, the County of Essex and all Municipalities in Ontario for their consideration."

We strongly recommend that the Ontario government consider amendments to Bill 108 to return the final authority to municipal Council's to determine what is of cultural heritage value or interest in their communities with the benefits of the expert and professional advice provided by the Conservation Review Board.

Regards,



Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Hon. Doug Ford, Premier of Ontario
Andrea Horwath, MPP, Leader of the Official Opposition and the Ontario NDP Party
John Fraser, MPP and Interim Leader of the Ontario Liberal Party
Mike Schreiner, MPP and Leader of the Green Party of Ontario
Taras Natyshak, MPP of Essex County
All Ontario Municipalities

RESOLUTION NO. 2020 – 139 SEPTEMBER 23, 2020

Moved by: _____

Seconded by: _____

WHEREAS, the Council of the Municipality of Magnetawan received the correspondence Town of Parry Sound Supplemental Emergency Medical Services Levy;

AND WHEREAS there is a request for funding from the contributing Municipalities in the amount of an additional; \$450,000 which is cost shared based on % of distribution;

AND WHEREAS the Town of Parry Sound is requesting municipalities use the funds received from the Safe Restart Funding;

AND WHEREAS the Town of Parry Sound should petition the Province for these funds rather than levy the Municipalities;

AND WHEREAS the Municipality of Magnetawan understands that the monies received by Municipalities through the Safe Restart Funding is to address their own operation pressures and local needs in dealing with COVID-19 not those of other agencies;

AND WHEREAS there was no itemized listing of the funds requested by the Town of Parry Sound;

NOW THEREFORE BE IT RESOLVED that the Municipality of Magnetawan does not authorize the payment of this supplemental levy at this time and requests an itemized list of expenditures and requests the levy be allocated over a 3 year period to be able to budget accordingly;

AND FURTHER THAT the Clerk forward a letter to the Town of Parry Sound advising same;

AND THAT this resolution be forwarded to partner Municipalities.

Carried ☒

Defeated ☐

Deferred ☐

Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Brunton, Tim			
Hetherington, John			
Kneller, Brad			
Smith, Wayne			
Mayor: Dunnett, Sam			

TOWNSHIP OF MACHAR

Resolution Number: 145-20

Moved By: Neri Scarlett

Seconded By: Ron McLaren

Sep 28, 2020

WHEREAS we received correspondence from the Town of Parry Sound regarding a Supplemental Emergency Medical Services Levy indicating cost overruns have occurred due to significant increases in needed Personal Protective Equipment (including higher than usual costs for the PPE), COVID related sick time and overtime costs associated with sick time,

WHEREAS there is a request for funding from the contributing municipalities in the total additional amount of \$450,000 apportioned to each municipality with the Township of Machar's share billed at \$8,208.45 in additional costs and EMS summer upstaff shift to operate until Oct 13, 2020 per Town of Parry Sound Sep 9, 2020 correspondence,

WHEREAS the EMS Committee recommended and the Town of Parry Sound is requesting municipalities use the funds received from the Safe Restart Funding – Phase 1,

WHEREAS the municipalities and the Township of Machar have their own increased costs experienced due to Covid-19 and funds allocated through the Safe Restart Funding,

WHEREAS the Covid-19 Pandemic is constantly changing and there may be more costs,

NOW THEREFORE THAT we support the Municipality of Magnetawan's Resolution No. 2020-139 passed Sep 23, 2020 that the Town of Parry Sound should petition the Province for these funds rather than a Supplemental Levy to the municipalities now or in the future,

AND FURTHER THAT we not support the Supplemental Levy to municipalities.

Carried by: Lynne Carlson

Lost by: _____

Town of Parry Sound EMS Advisory Committee

Open Agenda

Agenda

Date:

August 18, 2020

Time:

6:30pm

Location:

(on-line) ZOOM Meeting

Members Present:

Present:

Dave Thompson, Director of Emergency and Protective Services

Recording:

Sheri Skinner, Administrative Assistant

Guest:

Regrets:

1. Agenda

1.1 Additions to Agenda

1.2 Prioritization of Agenda

Town of Parry Sound EMS Advisory Committee

Open Agenda

1.3 Adoption of Agenda

Moved by

Seconded by

That the August 18, 2020 Parry Sound District Emergency Medical Services Committee meeting agenda be approved.

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Minutes and Matters Arising from Minutes

2.1 Adoption of Minutes

Moved by

Seconded by

That the Minutes of the November 25, 2019 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

3. Correspondence

4. Deputations

5. Emergency Services Director's Report

6.0 Reports

6.1 EMS Statistical Report - July 2020

6.2 EMS Night Call Statistics - July 2020

6.3 EMS Vehicle Inventory - July 2020

7. Ratification of Matters from Closed Agenda

8. Other Business

8.1 R&R 2019 Land Ambulance Financial Reconciliation-AD2020

Resolution

Moved by

Seconded by

That the EMS Advisory Committee supports the staff recommendation in report R&R 2019 Land Ambulance Financial Reconciliation.

8.2 DT R&R 2020 Land Ambulance Expected Deficit-AD2020

Resolution

Moved by

Seconded by

That the EMS Advisory Committee supports the staff recommendation in report R&R 2020 Land Ambulance Expected Deficit.

9. Dispatch Update

10. Business Plans

11. Adjournment

Parry Sound District EMS
Statistical Report - July 2020

	Parry Sound			Pointe Au Baril			Humphrey			Burks Falls			South River			Powassan			Argyle			District Calls			
	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2020 YTD	Jul-19	Jul-20	2019 YTD	2020 YTD
Code 1	27	31	166	1	0	17	15	14	70	0	0	4	0	0	13	3	0	5	0	0	2	46	45	311	277
Code 2	17	10	71	1	1	11	0	1	7	0	1	5	1	0	4	1	0	7	0	0	0	20	13	127	105
Code 3	58	62	370	8	7	34	20	10	74	17	18	102	17	15	111	12	12	90	7	5	25	139	129	733	806
Code 4	181	146	771	22	32	105	35	40	165	69	89	418	50	66	317	49	53	314	13	26	94	419	452	2,295	2,184
Total Calls	283	249	1,378	32	40	167	70	65	316	86	108	529	68	81	445	65	65	416	20	31	121	624	639	3,466	3,372
Code 7	44	55	292	16	15	78	23	24	113	14	40	137	17	13	93	5	12	78	8	11	48	127	170	778	839
Code 8	11	30	117	32	42	166	80	80	444	15	16	86	3	3	25	24	18	104	24	34	162	189	223	1,120	1,104
Code 9	7	7	31	3	1	2	0	0	0	2	4	14	4	3	20	3	3	10	0	0	6	19	18	111	83
Long Distance Transfers	19	22	140	0	2	14	9	14	58	6	4	12	4	2	9	3	3	15	0	3	4	41	50	256	252
Out of District Calls	3	0	17	0	0	0	3	0	7	1	0	13	0	0	5	2	2	16	0	2	4	9	4	44	62

Kilometres Travelled	Time taken (hours)	Speed (km/h)
100	2	50
200	4	50
300	6	50
400	8	50
500	10	50
600	12	50
700	14	50
800	16	50
900	18	50
1000	20	50

[illegible]

Response Times

	Parry Sound		Pointe Au Baril		Humphrey		Burk's Falls		South River		Powassan		Argyle			CTAS	Target Time	2020 Target	2020 YTD Actual
	Jul-19	Jul-20	Jul-19	Jul-20	Jul-19	Jul-20	Jul-19	Jul-20	Jul-19	Jul-20	Jul-19	Jul-20	Jul-19	Jul-20					
Average	10.86	12.96	17.61	20.15	11.26	13.46	15.89	14.44	13.09	13.82	17.35	17.76	26.02	24.71		SCA	6 minutes	30%	29%
Call Backs	5	3	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	7	17		1	8 minutes	35%	35%
PRU Calls	10	1	n/a	n/a	n/a	n/a	n/a	n/a	11	4	n/a	n/a	n/a	n/a		2	11 minutes	50%	53%
																3	12 minutes	55%	54%
																4	13 minutes	60%	66%
																5	15 minutes	75%	73%
Notes: Argyle, Powassan & South River are dispatched by North Bay CACC. Parry Sound, Humphrey, Pointe Au Baril & Burks Falls are dispatched Parry Sound ACS.																			

Notes: Argyle, Powassan & South River are dispatched by North Bay CACC. Parry Sound, Humphrey, Pointe Au Baril & Burks Falls are dispatched Parry Sound ACS.

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**Parry Sound District EMS
Statistical Report - July 2020**

Training

Human Resources

Manager - 1
Supervisors - 3
Clerical Staff - 1
CP Program - 2
Full Time Medics - 44
Part Time Medics - 24
Temp PT Medics - 4
Total Staff - 79

Vehicles

- Normal Maintenance and Inspections were provided

Quality Assurance/Incident Report

- Incident Reports are distributed monthly to Field Office, Town of Parry Sound and EMS Manager

General Interest

- Covid protocols continue to be followed by all staff

Distribution:

- Emailed to: Dave Thompson, Donald Sanderson, Deborah Randall-Wood, Heidi Stephenson, Janice Campbell, Frank May, Guy Harris, Rick Michaelis, Dan Mason & Rhonda Schneider

Parry Sound District EMS Response Time Standards - July 2020																																
	Parry Sound				Pointe Au Baril				Humphrey				Burk's Falls				South River				Powassan				Argyle				Total			
	Jul-19		Jul-20		Jul-19		Jul-20		Jul-19		Jul-20		Jul-19		Jul-20		Jul-19		Jul-20		Jul-19		Jul-20		Jul-19		Jul-20		Jul-19		Jul-20	
	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved		
SCA (6mins, 30% of time)	4	25%	2	0%	0	0%	0	0%	3	0%	0	0%	2	50%	2	0%	1	0%	0	0%	1	0%	0	0%	0	0%	0	0%	8	25%	4	0%
CTAS 1 (8mins, 35% of time)	7	29%	3	33%	1	0%	1	0%	9	22%	0	0%	3	0%	2	0%	1	100%	1	100%	2	0%	1	100%	0	0%	1	0%	15	20%	8	25%
CTAS 2 (11mins, 50% of time)	33	58%	31	65%	3	67%	4	25%	63	48%	10	30%	17	35%	19	21%	12	50%	21	43%	9	44%	12	50%	6	33%	8	38%	93	46%	104	44%
CTAS 3 (12mins, 55% of time)	89	61%	88	61%	19	53%	22	32%	137	53%	23	57%	42	50%	44	48%	40	58%	37	62%	34	47%	33	42%	9	33%	12	25%	249	55%	256	52%
CTAS 4 (13mins, 60% of time)	62	77%	52	73%	3	33%	6	33%	64	56%	6	33%	20	45%	26	42%	13	69%	16	69%	14	43%	14	36%	3	67%	9	33%	121	65%	129	56%
CTAS 5 (15mins, 75% of time)	16	94%	17	71%	1	100%	2	100%	28	75%	3	67%	3	0%	11	55%	1	0%	4	25%	2	50%	2	50%	0	0%	1	0%	30	70%	40	60%
*blue indicates that target time was met																																

CTAS	Target Time	2020 Target	2020 YTD Actual
SCA	6 minutes	30%	29%
1	8 minutes	35%	35%
2	11 minutes	50%	53%
3	12 minutes	55%	54%
4	13 minutes	60%	66%
5	15 minutes	75%	73%



Code 8 Calls

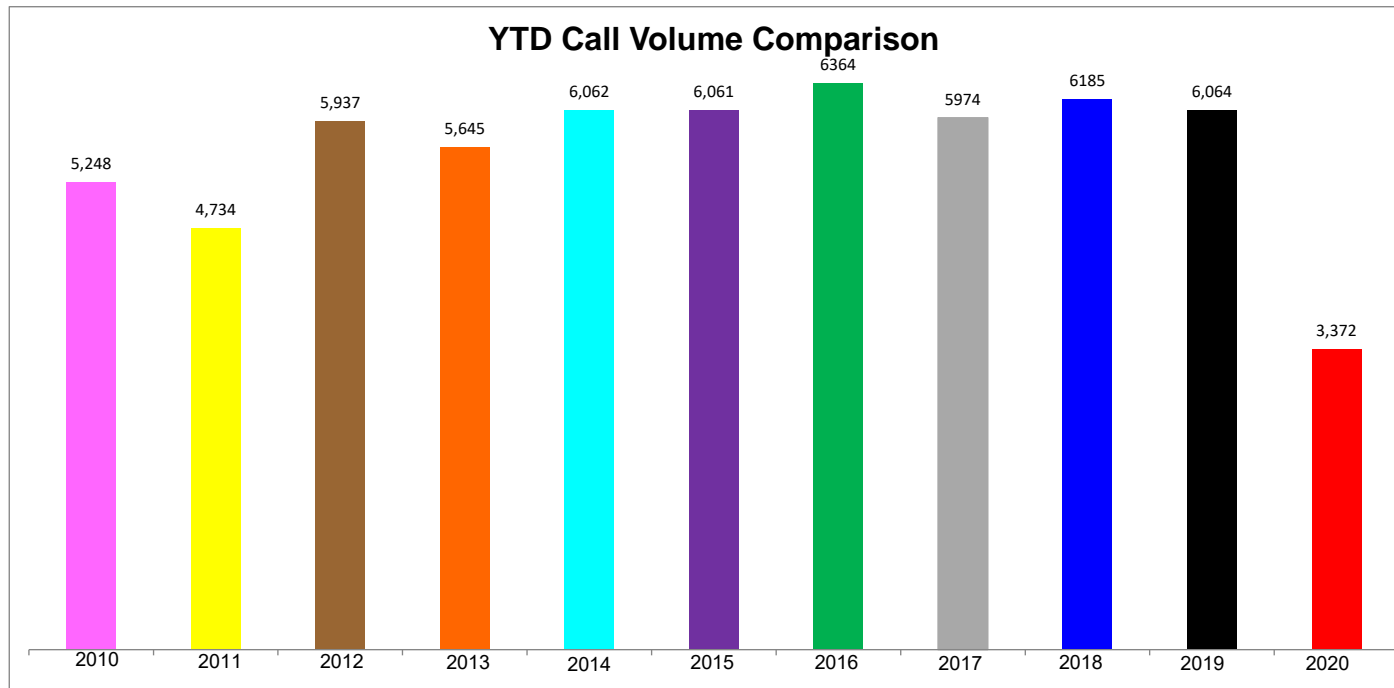
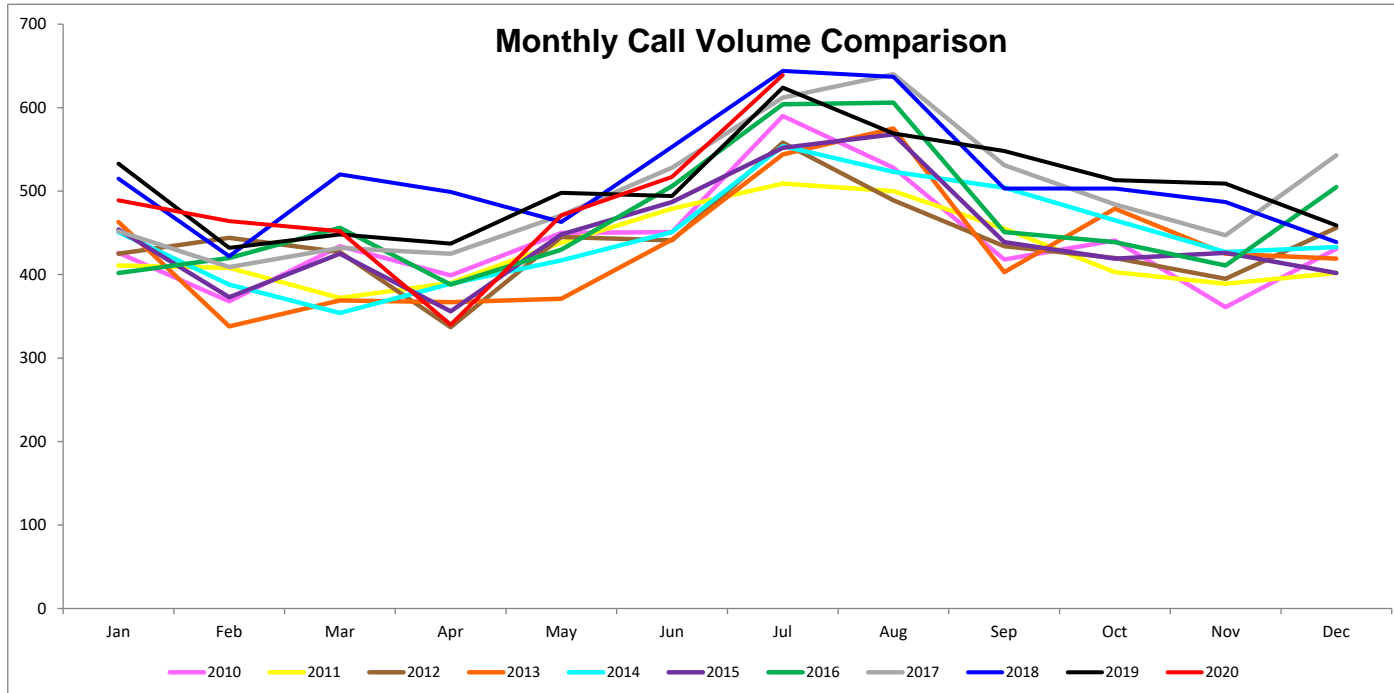
	Parry Sound		Pointe Au Baril		Humphrey		Burks Falls		South River		Powassan		Argyle		Total	
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020
January	30	10	20	21	61	69	13	11	4	6	44	8	46	21	218	146
February	20	5	13	5	56	62	9	10	5	7	21	11	16	14	140	114
March	27	11	20	24	55	54	11	10	0	6	13	20	16	27	142	152
April	8	7	17	12	64	43	14	11	4	1	11	8	13	18	131	100
May	23	28	25	27	79	61	10	15	1	1	12	16	17	19	167	167
June	16	26	24	35	67	75	10	13	1	1	15	23	0	29	133	202
July	11	30	32	42	80	80	15	16	3	3	24	18	24	34	189	223
August															0	0
September															0	0
October															0	0
November															0	0
December															0	0
Total	135	117	151	166	462	444	82	86	18	25	140	104	132	162	1120	1104



Parry Sound District EMS - Public Relations Hours

	Parry Sound	Burks Falls	South River	Powassan	Argyle
	Details	Details	Details	Details	Details
January					
February					
March					
April					
May	- Covid 19 Signs Purchased to thank public (funds donated by Krista Hampel) -				
June					
July					
August					
September					
October					
November					
December					

Parry Sound EMS - Call Volume



Parry Sound District EMS - Monthly Night Calls - 2020

	Parry Sound Night Calls							Burks Falls Night Calls							Powassan Night Calls							South River Night Calls							Total Night Calls	Total YTD Night Calls
	(23:00-04:00)		(04:00-07:00)		Total Parry Sound Night Calls			(19:00-04:00)		(04:00-07:00)		Total Burks Falls Night Calls			(19:00-04:00)		(04:00-07:00)		Total Powassan Calls		Night	(19:00-04:00)		(04:00-07:00)		Total South River Night Calls				
	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total		
January	25	0	14	0	39	0	39	18	4	0	0	18	4	22	22	4	3	0	25	4	29	17	6	2	0	19	6	25	115	115
February	24	0	17	1	41	1	42	16	5	2	0	18	5	23	19	3	5	0	24	3	27	21	7	2	0	23	7	30	122	237
March	20	0	16	0	36	0	36	25	6	5	1	30	7	37	15	4	6	0	21	4	25	12	3	4	0	16	3	19	117	354
April	19	0	14	0	33	0	33	11	5	1	1	12	6	18	15	2	2	0	17	2	19	20	1	1	0	21	1	22	92	446
May	32	8	12	0	44	8	52	28	7	4	0	32	7	39	16	3	6	0	22	3	25	19	1	4	0	23	1	24	140	586
June	28	16	16	1	44	17	61	30	5	5	0	35	5	40	17	4	3	1	20	5	25	25	0	3	0	28	0	28	154	740
July	39	16	15	0	54	16	70	34	7	8	1	42	8	50	16	3	15	0	31	3	34	17	1	6	0	23	1	24	178	918
August					0	0	0					0	0	0					0	0	0					0	0	0	0	918
September					0	0	0					0	0	0					0	0	0					0	0	0	0	918
October					0	0	0					0	0	0					0	0	0					0	0	0	0	918
November					0	0	0					0	0	0					0	0	0					0	0	0	0	918
December					0	0	0					0	0	0					0	0	0					0	0	0	0	918
Total Calls	187	40	104	2	291	42	333	162	39	25	3	187	42	229	120	23	40	1	160	24	184	131	19	22	0	153	19	172	918	918
Avg/Month - 47.57							Avg/Month - 32.71							Avg/Month - 26.29							Avg/Month - 24.57									

Parry Sound District EMS Vehicle Inventory - July 31/20

STATION LOCATION	MOH ISSUE #	CALL SIGN	MAKE	MODEL	LICENCE #	SERIAL #	DATE IN SERVICE	FUEL TYPE	VEHICLE TYPE	CONV. CO.	Avg Fuel Cost/Km	Avg Maint. Cost/Km	MILEAGE	54 MONTHS	60 MONTHS	72 MONTHS
Parry Sound	19-003	5226	Ford	02 MOD	AZ 37722	1FDWE3FS4KDC17399	May-19	Gas	D	Crestine	0.24	0.08	56,907	15		
Parry Sound	16-002	5259	Ford	02 MOD	AV 38169	1FDWE3FS9GDC36361	17-Mar-16	Gas	D	Crestine	0.23	0.16	181,996	53		
Parry Sound	17-001	5260	Ford	02 MOD	AR 72031	1FDWE3FS7HDC17079	21-Mar-17	Gas	D	Crestine	0.23	0.16	185,726	41		
Parry Sound	17-002	5261	Ford	02 MOD	AR 72016	1FDWE3FS7HDC20936	13-Mar-17	Gas	D	Crestine	0.29	0.18	168,918	41		
Parry Sound	17-003	5262	Ford	02 MOD	AR 72015	1FDWE3FS9HDC20937	9-Mar-17	Gas	D	Crestine	0.24	0.36	148,335	41		
Parry Sound	18-003	5320	Chev	Silverado	AX 39218	3GCUKREC6JG474518	01-Feb-19	Gas	HT	Roland	0.13	0.07	37,201	17		
Parry Sound	05-001	ESU Trailer #1	Pace	2900lb S Axle	C50 48E	40LFB12165P119518	May-06	n/a	n/a	In House	n/a	n/a	n/a	n/a	n/a	n/a
Pointe Au Baril	16-001	5258	Ford	02 MOD	AM 76948	1FDWE3FS7GDC36360	28-Mar-16	Gas	D	Crestine	0.23	0.07	230,075	53		
Burks Falls	18-002	5277	Ford	02 MOD	AW 76737	1FDWE3FS6JDC12879	1-Jun-18	Gas	D	Crestine	0.22	0.18	84,040	25		
Burks Falls	20-001	5288	Ford	02 MOD	BC 68116	1FDWE3FSOKDC46138	1-Jun-20	Gas	D	Crestine	0.25	0.28	10,152	2		
South River	19-002	5225	Ford	02 MOD	AZ 37724	1FDWE3FSXKDC20355	May-19	Gas	D	Crestine	0.22	0.09	65,695	15		
South River	20-002	5289	Ford	02 MOD	BC 68117	1FDWE3FS2KDC46139	01-Jun-20	Gas	D	Crestine	0.26	0.30	11,959	2		
South River	13-003	5317	Ford	F150	BC 25161	1FTFW1EFXDFD29318	25-Nov-13	Gas	HT	Roland	0.15	0.12	178,350			81
South River	16-003	5322	Dodge	RAM	AN 59640	1C6RR7FT3GS328946	Nov-16	Gas	HT	Crestine	0.16	0.02	76,589	45		
South River	07-003	ESU Trailer #2	Car-Mate	5000lb T Axle	D79 22T	5A3C16D07L003635	May-07	n/a	n/a	Ferno	n/a	n/a	n/a	n/a	n/a	n/a
Powassan	19-001	5224	Ford	02 MOD	AZ 37723	1FDWE3FS8KDC20354	May-19	Gas	D	Crestine	0.23	0.10	50,247	15		
Powassan	17-004	5270	Ford	02 MOD	AV 38174	1FDWE3FS8HDC74309	Feb-18	Gas	D	Crestine	0.24	0.05	124,009			103
Argyle	18-001	5276	Ford	02 MOD	AW 76738	1FDWE3FS4JDC12878	21-May-18	Gas	D	Crestine	0.11	0.10	82,702	26		

*Total Vehicles = 17

*Total ESU Trailers = 2

Average Cost	0.21	0.15
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The Corporation of the Town of Parry Sound

Council Report and Recommendation

Open or Closed Agenda

Open

Section 239 (2), Municipal Act Subsection:

Council Meeting Date:

September 1, 2020

Subject:

2019 Land Ambulance Expenditure Reconciliation

TOMRMS File Number:

F05 Budgets and Estimates

Spokesperson(s) Name and Title:

Dave Thompson, Director of Development and Protective Services

Department:

Development and Protective Services

Purpose of Report:

To finalize the financial reconciliations for funding the 2019 Land Ambulance Financial Year

Determination for Council:

Resolution:

That upon the recommendation of the EMS Advisory Committee the Town of Parry Sound Council authorize the payment of \$384,657 to the West Parry Sound Health Centre for the budget deficit occurring in the 2019 year funded from the EMS Operating Reserve.

Identify Relationship to Strategic Priorities:

Core Service - Yes

Key Stretch Goal or Core Service Improvement Goal - No

New Service, Project or Program - No

Does This Item Relate to Council's Strategic Priorities? No

Background:

This reconciliation is occurring later in the year than is desirable due to the focus of both the WPSHC and Town Staff on dealing with the COVID 19 pandemic.

Significant challenges surround recent funding envelopes for Land Ambulance Services. The contract with the West Parry Sound Health Centre outlines funding for legitimate unexpected costs incurred throughout a funding year. The 2018 funding year also incurred a deficit position requiring additional funding.

The 2019 funding year saw primarily two areas of over expenditures which drove the deficit position.

- 1) The cost of replacing EMS team members who are off due to illness. This is \$161,152 higher than anticipated.
- 2) The WSIB costs associated with EMS team members' illness. This is \$246,749 higher than anticipated.

The combination of these two areas contributes to \$407,901. Cost savings were achieved in other areas to reduce the deficit to \$384,657.

Recent challenges with regards to managing the new Post Traumatic Stress (PTSD) legislation is being viewed as a challenge across the entire province and all three emergency response organizations. Communities that operate Police Services, full time Fire Departments and EMS Services are all struggling with higher than historical costs that are unanticipated.

The impacts of PTSD is not isolated to the province either. Nationally and North America wide the impacts of PTSD on emergency services are being felt and are impacting the cost associated with the delivery of emergency services.

Extensive attention by the West Parry Sound Health Centre is being extended to this issue through the implementation of peer support initiatives, one on one counselling and initiatives that will provide training in recognizing and addressing signs/symptoms of PTSD conditions early.

The funding of this deficit was accounted for in the recent Reserve and Reserve Fund Summary's that were presented to Council by the Director of Finance.

Staff Recommendation:

To fund the over expenditure incurred by the WPSHC for the provision of Land Ambulance Services in 2019

Advantages and/or Disadvantages of Staff Recommendation:

Depletes the EMS reserve

Alternatives:

n/a

Cost/Financial Impact:

\$384,657 utilization of the EMS Operating Reserve

Included in Current Budget:

n/a

Attachments:

(Accessible format available upon request)

CAO's Comments**Recommends Council Approval:**

Recommends Council consider staff recommendation with the following comments:



The Corporation of the Town of Parry Sound

Council Report and Recommendation

Open or Closed Agenda

Open

Section 239 (2), Municipal Act Subsection:

Council Meeting Date:

September 1, 2020

Subject:

2020 EMS Budget Deficit

TOMRMS File Number:

F05 Budget and Estimates

Spokesperson(s) Name and Title:

Dave Thompson, Director of Development and Protective Services

Department:

Development and Protective Services

Purpose of Report:

To advise Council of impending financial challenges and to provide recommendations to limit these challenges

Determination for Council:

Direction (For Direct Staff Follow-up)

That the Director of Protective and Development Services prepare the 2021 Land Ambulance Budget recognizing that recent trends in funding challenges will necessitate significant levy increases

Direction (For Open Council Resolution)

Resolution:

That upon the recommendation of the EMS Advisory Committee that immediate action to manage the Land Ambulance Budget occur by requesting the WPSHC to consider adjustments to the following service levels;

- Early cessation of the summer upstaff shift
- Elimination of Management backfill for leaves
- Down staffing shifts that least impact service levels

And further the West Parry Sound Health Centre manage the service in an attempt to limit the 2020 deficit with as little service level impact as possible

Identify Relationship to Strategic Priorities:

Core Service - yes

Key Stretch Goal or Core Service Improvement Goal - No

New Service, Project or Program - No

Does This Item Relate to Council's Strategic Priorities? No

Background:

Land Ambulance budget management has been a challenge for the past three years. Deficits have occurred in 2018, 2019 and will also occur in 2020. These deficits are related to increased sick time and WSIB surcharges as a result of this sick time.

The 2018 and 2019 deficits were managed through fiscal restraint and the utilization of reserves to fund the remaining deficits. Budgets have been increased annually in 2019 and 2020 with the increased funding being utilized to cover costs associated with managing the sick time through Post Traumatic Stress (PTSD) programs as well as increasing the allocation to sick time line items of the Budget.

In 2020 the WSIB surcharges which are usually only provided to employers near the end of the year, were estimated for the WPSHC early and are expected to be close to \$500,000. Although some penalty is foreseeable due to recent historical WSIB penalties incurred in 2019, a \$500,000 penalty was not contemplated in the 2020 Budget.

Additionally, the challenge of managing COVID-19 has also increased expenses to the WPSHC which is a completely unforeseeable occurrence. The cost related to COVID-19 generally relate to sick time while staff are being tested if they show symptoms and from increased cost of the enhanced Personal Protective Equipment (PPE) required to respond to COVID-19 responses. PPE costs are extremely volatile and unpredictable. The province has indicated that there may be a funding enhancement provided specifically for COVID-19 related costs however, at this point that funding has not been confirmed by the province. All EMS services in the province are dealing with this challenge.

Two issues need to be addressed.

1. There are 4 months left in 2020 in which to limit the 2020 deficit position.
2. Moving forward long-term consideration must be given to significant levy increases to maintain the levels of EMS services that the District has currently deployed.

The West Parry Sound Health Centre is the contractor responsible for providing EMS services for the District. The Town is responsible as the Direct Delivery Agent for setting service levels and managing the transfer payments and levy from the Province and the District Municipalities.

Staff have engaged the WPSHC management team to assess possible savings that will impact service levels the least. Some examples of possible cost savings are;

- Early cessation of the summer upstaff shift.
- Elimination of management backfill positions
- Strategic down staffing when appropriate to least impact service levels.

Staff recommend that Council direct staff to work with the WPSHC to implement these service level changes as required to positively impact the financial position of the budget while having the least impact on reductions to service levels and risk.

Alternate Approach

Announced Wednesday August 12, 2020 the provincial government provided one time funding to all municipalities to assist with managing COVID related expenses. A portion of the present deficit position can be allocated to COVID cost. To put an actual number to the amount of sick time caused by employees being unable to attend work due to COVID symptoms is not possible due to the privacy of health related issues. Obviously, in the health care industry it can be extrapolated that early in the COVID crisis sick time was a significant component of the response to symptoms as testing was not readily available even for health care workers.

A reduction in expenses is still prudent in addressing the summer upstaff shift as well as the management backfill positions. A mid year levy to the municipalities would eliminate the need for further service reductions. If this avenue was pursued, staff would recommend an additional levy of \$300,000. Staff suggest this would be a justifiable amount when considering the impact of COVID to the EMS service. This approach would also limit the risk to residents in reduced service levels.

The longer-term issue is the continued deficit budgeting that has occurred in 2018, 2019 and 2020. Staff advise that significant levy increases will be needed in 2021 and 2022 to firstly create a realistic budget that will not incur a deficit annually and additionally provide for the rehabilitation of the reserve funds that have been leveraged in 2018, 2019 and most likely in 2020 to provide for the financial shortfall in those years.

Staff will also continue to lobby the Ministry of Health for increased funding levels.

Staff Recommendation:

To identify in conjunction with the WPSHC opportunities for cost savings in the current fiscal year and to implement those changes for the remainder of 2020.

To budget for 2021 and 2022 to ensure that suitable funding is present to cover costs as well as to rebuild the reserve funds utilized in the last three years for funding budget deficits.

Advantages and/or Disadvantages of Staff Recommendation:

Any adjustment to services levels creates new risk.

Levy increases will impact the tax rates of residents of the entire District.

Planning currently to rebuild reserves will allow municipalities to prepare for budgets for the next few years.

Alternatives:

Significant service level reductions could be utilized to balance the budget without increasing levy rates.

Cost/Financial Impact:

The current deficit is projected to be approximately \$480,000. Possible COVID-19 MOH funding is expected to be close to \$100,000. Additional reductions to the remaining "best case scenario" of \$380,000 can achieve some savings however without greatly affecting service levels a 2020 deficit of some magnitude will still occur without the use of the Alternate Approach of a additional municipal levy.

Included in Current Budget:

No

Attachments:

(Accessible format available upon request)

CAO's Comments

Recommends Council Approval:

Recommends Council consider staff recommendation with the following comments:

Town of Parry Sound EMS Advisory Committee

Open Minutes

Minutes

Date:

August 18, 2020

Time:

06:30pm

Location:

(on-line) ZOOM Meeting

Members Present:

Jamie McGarvey - Chairperson, Rod Osborne, Lyle Hall, Cathy Still, Scott Sheard

Present:

Dave Thompson, Director of Emergency and Protective Services

Recording:

Sheri Skinner, Administrative Assistant

Guest:

Regrets:

Town of Parry Sound EMS Advisory Committee

Open Minutes

1. Agenda

1.1 Additions to Agenda

1.2 Prioritization of Agenda

1.3 Adoption of Agenda

Moved by Scott Sheard

Seconded by Lyle Hall

That the August 18, 2020 Parry Sound District Emergency Medical Services Committee meeting agenda be approved.

Carried

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Minutes and Matters Arising from Minutes

2.1 Adoption of Minutes

Moved by Cathy Still

Seconded by Lyle Hall

That the Minutes of the November 25, 2019 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

Carried

3. Correspondence

4. Deputations

5. Emergency Services Director's Report

6. Reports

6.1 EMS Statistical Report - July 2020 (forward to file)

6.2 EMS Night Call Statistics - July 2020 (forward to file)

6.3 EMS Vehicle Inventory - July 2020 (forward to file)

Dave Thompson provided a descriptive overview of the various reports attached.

Resolution

EMS Committee members have received reports 6.1, 6.2, 6.3 as listed above.

Moved by Rod Osborne

Second by Scott Sheard

Carried

7. Ratification of Matters from Closed Agenda

8. Other Business

8.1 R&R 2019 Land Ambulance Financial Reconciliation-AD2020

Resolution

Moved by Cathy Still

Seconded by Scott Sheard

That the EMS Advisory Committee supports the staff recommendation in report R&R 2019 Land Ambulance Financial Reconciliation.

Carried

Town of Parry Sound EMS Advisory Committee

Open Minutes

8.2 DT R&R 2020 Land Ambulance Expected Deficit-AD2020

Resolution

Moved by Rod Osborne

Seconded by Scott Shear

That the EMS Advisory Committee supports the staff recommendation in report R&R 2020 Land Ambulance Expected Deficit.

Defeated

Resolution

Moved by Lyle Hall

Second by Cathy Still

That upon the recommendation of the EMS Advisory Committee a supplementary levy of \$450 000.00 be applied to the municipalities using the traditional funding formula and further that the summer upstaff shift operate up until October 13th, 2020. Recognizing that the municipalities can utilize COVID-19 related funding from the province at their discretion.

Carried

9. Dispatch Update

10. Business Plans

11. Adjournment 07:44pm

Moved by Rod Osborne

Seconded by Scott Shear

Carried

Next meeting to be determined.

NEWS RELEASE

For immediate release: September 21, 2020

Gathering Restrictions Expanded to all of Ontario

NORTH BAY, ON – In response to the provincial daily positive cases of COVID-19 reaching over 400 late last week, the Premier has announced a provincial reduction in gatherings. Effective September 19, 2020, social gatherings and organized public events have been limited to 10 people indoors and 25 people outdoors. The new limits will not apply to events or gatherings held in staffed businesses and facilities where protocols and guidelines are in place, such as bars, restaurants, cinemas, convention centres, banquet halls, gyms, places of worship, recreational sporting or performing art events.

“As we are seeing a provincial increase of individuals who have tested positive for COVID-19, the North Bay Parry Sound District Health Unit is in support of the reduction in gathering numbers,” says Dr. Jim Chirico, Medical Officer of Health.

The province has also announced new enforcement rules, which authorize a police officer, special constable or First Nations constable to temporarily close any premises where the officer or constable has reasonable grounds to believe that the event or gathering is in violation of the limits.

“Although we are not seeing a large increase in COVID-19 cases in our district, we have had two (2) individuals test positive for COVID-19 within the past week, and we do not want to see this number continue to increase. As students return to school and people return to work, we need to remember to practice physical distancing, wear a face covering when distancing is a challenge and in all public indoor places including public transit. Students are reminded that they are not to gather in large groups before and after school or at lunch,” explains Dr. Chirico.

The public is reminded to not become unconcerned with COVID-19 and to work together to help keep the number of individuals who test positive for COVID-19 low in the district. The public is encouraged to continue to practice public health measures, including physical distancing, wearing a face covering, washing or sanitizing hands often and coughing or sneezing into your sleeve.

For more information on COVID-19 please visit www.myhealthunit.ca/COVID-19.

-30-

Media Inquiries:

Alex McDermid, Public Relations Specialist

P: [705-474-1400](tel:705-474-1400), ext. 5221 or [1-800-563-2808](tel:1-800-563-2808)

E: communications@healthunit.ca

NEWS RELEASE

For immediate release: September 29, 2020

HARMFUL BLUE-GREEN ALGAE IN COMMANDA LAKE

RESTOULE, ON— The North Bay Parry Sound District Health Unit (Health Unit) would like to advise the public that a harmful algae bloom (cyanobacteria), also known as blue-green algae, has been found in Commanda Lake. Species of the algae capable of producing toxins were confirmed by the laboratory of the Ministry of the Environment, Conservation and Parks. The toxins in harmful algae can irritate the skin and, if swallowed, cause diarrhea and vomiting.

Residents of Commanda Lake may be affected depending on their closeness to the algae bloom, the size of the lake, wind direction, water flow, and other environmental conditions that cannot be predicted or controlled. Due to the many factors involved, government authorities are unable to determine where and when there are no toxins. Users are advised to exercise their judgment before using the water. For further details on the sampling process, contact the Ministry of the Environment, Conservation and Parks - Spills Action Centre - 1-800-268-6060.

If you live near where a bloom is visible, follow these safety measures:

- Do not use the water. This includes drinking, cooking, bathing, and brushing teeth. Note: Using a private water system or boiling the water will not destroy the toxins.
- Do not swim and avoid water sports when a bloom is present.
- If skin contact does occur, wash with soap and water then rinse thoroughly with clean water to remove algae.
- Limit the amount of fish flesh you eat. Some toxins can build up in fish and shellfish. Do not eat the liver, kidneys and other organs. Be careful not to cut the organs when filleting.
- The Health Unit has not closed the beaches, but rather advises individuals that they need to take caution in the area.

You can find out more about harmful algae at myhealthunit.ca/algae or by calling the Health Unit at [705-474-1400](tel:705-474-1400), ext. 5400 or [1-800-563-2808](tel:1-800-563-2808).

Quick Facts

- Cyanobacteria – also called harmful algae, blue-green algae or ‘pond scum’ – are not really algae, but tiny bacteria.
- Although usually hard to see, during hot weather they can grow rapidly to form a large mass, called a bloom. Blooms continually change and are difficult to predict. Wind, temperature or sunlight could change where the bloom is located in the water.

- Dense harmful algae blooms may make the water look bluish-green, or like green pea soup or turquoise paint. Very dense blooms may form solid-looking clumps.
- Fresh blooms often smell like newly mown grass, while older blooms may smell like rotting garbage.
- Even when a bloom has disappeared, toxins can persist in water bodies for a period of time.
- Long-term toxin exposure at high levels may cause liver and nervous system damage.

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E: communications@healthunit.ca

NEWS RELEASE

For immediate release: September 28, 2020

HARMFUL BLUE-GREEN ALGAE IN LAKE NOSBONSING

MUNICIPALITY OF EAST FERRIS AND TOWNSHIP OF BONFIELD - The North Bay Parry Sound District Health Unit (Health Unit) would like to advise the public that a harmful algae bloom (cyanobacteria), also known as blue-green algae, has been found in Lake Nosbonsing. Species of the algae capable of producing toxins were confirmed by the laboratory of the Ministry of the Environment, Conservation and Parks. The toxins in harmful algae can irritate the skin and, if swallowed, cause diarrhea and vomiting.

Residents of Lake Nosbonsing may be affected depending on their closeness to the algae bloom, the size of the lake, wind direction, water flow, and other environmental conditions that cannot be predicted or controlled. Due to the many factors involved, government authorities are unable to determine where and when there are no toxins. Users are advised to exercise their judgment before using the water. For further details on the sampling process, contact the Ministry of the Environment, Conservation and Parks - Spills Action Centre - 1-800-268-6060.

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- 30 -

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E: communications@healthunit.ca

NEWS RELEASE

For immediate release: October 1, 2020

HARMFUL BLUE-GREEN ALGAE IN THE SOUTH SHORE AREA OF LAKE NIPISSING

NIPISSING TOWNSHIP, ON— The North Bay Parry Sound District Health Unit (Health Unit) would like to advise the public that a harmful algae bloom (cyanobacteria), also known as blue-green algae, has been found in the south shore area of Lake Nipissing. Species of the algae capable of producing toxins were confirmed by the laboratory of the Ministry of the Environment, Conservation and Parks. The toxins in harmful algae can irritate the skin and, if swallowed, cause diarrhea and vomiting.

Residents near the south shore area of Lake Nipissing may be affected depending on their closeness to the algae bloom, the size of the lake, wind direction, water flow, and other environmental conditions that cannot be predicted or controlled. Due to the many factors involved, government authorities are unable to determine where and when there are no toxins. Users are advised to exercise their judgment before using the water. For further details on the sampling process, contact the Ministry of the Environment, Conservation and Parks - Spills Action Centre - 1-800-268-6060.

If you live near where a bloom is visible, follow these safety measures:

- Do not use the water. This includes drinking, cooking, bathing, and brushing teeth. Note: Using a private water system or boiling the water will not destroy the toxins.
- Do not swim and avoid water sports when a bloom is present.
- If skin contact does occur, wash with soap and water then rinse thoroughly with clean water to remove algae.
- Limit the amount of fish flesh you eat. Some toxins can build up in fish and shellfish. Do not eat the liver, kidneys and other organs. Be careful not to cut the organs when filleting.
- The Health Unit has not closed the beaches, but rather advises individuals that they need to take caution in the area.

You can find out more about harmful algae at myhealthunit.ca/algae or by calling the Health Unit at [705-474-1400](tel:705-474-1400), ext. 5400 or [1-800-563-2808](tel:1-800-563-2808).

Quick Facts

- Cyanobacteria – also called harmful algae, blue-green algae or ‘pond scum’ – are not really algae, but tiny bacteria.
- Although usually hard to see, during hot weather they can grow rapidly to form a large mass, called a bloom. Blooms continually change and are difficult to predict. Wind, temperature or sunlight could change where the bloom is located in the water.

- Dense harmful algae blooms may make the water look bluish-green, or like green pea soup or turquoise paint. Very dense blooms may form solid-looking clumps.
- Fresh blooms often smell like newly mown grass, while older blooms may smell like rotting garbage.
- Even when a bloom has disappeared, toxins can persist in water bodies for a period of time.
- Long-term toxin exposure at high levels may cause liver and nervous system damage.

- 30 -

Media Inquiries:

Alex McDermid, Public Relations Specialist

P: [705-474-1400](tel:705-474-1400), ext. 5221 or [1-800-563-2808](tel:1-800-563-2808)

E: communications@healthunit.ca

NEWS RELEASE

For immediate release: September 18, 2020

Health Unit Reminding Public to Follow Gathering Sizes

NORTH BAY, ON – Effective this morning (September 18, 2020) at 12 a.m., Toronto, Peel and Ottawa regions have reduced gathering sizes to a maximum of 25 people outdoors and 10 people indoors. These restrictions come as the province is seeing a steady increase in the number of COVID-19 cases.

The North Bay Parry Sound District Health Unit (Health Unit) region is still experiencing low levels of COVID-19 with testing rates above the provincial average and, at this time, will not be reducing gathering sizes. The public is reminded that gatherings are not to exceed 100 people outdoors and 50 people indoors and they must continue to physically distance with individuals outside their social circle.

The Health Unit will continue to monitor the local situation and assess the need to reduce gathering limits, in the event of a spike of cases in the region.

“Our region has worked together to help stop the spread of COVID-19. We are in a good position, but we cannot be complacent. Whether attending an organized event or gathering outside of school for lunch, physical distancing of two (2) metres needs to be maintained. Face coverings are required in all public indoor areas, on public transit and whenever physical distancing is a challenge, even outside,” explains Dr. Jim Chirico, Medical Officer of Health.

The public is encouraged to continue to practice public health measures, including physical distancing, wearing a face covering, washing or sanitizing hands often and coughing or sneezing into your sleeve. By working together, we can continue to reopen our local economy and keep students in-class.

For more information on COVID-19 please visit www.myhealthunit.ca/COVID-19.

Quick Facts

- Health Unit testing rate: 26,872.1 tests per 100,000 population
- Ontario testing rate: 25,798.6 tests per 100,000 population

-30-

Media Inquiries:

Alex McDermid, Public Relations Specialist

P: 705-474-1400, ext. 5221 or 1-800-563-2808

E: communications@healthunit.ca

NEWS RELEASE

For immediate release: October 1, 2020

MAKE COVID-19 THE TARGET YOU MISS THIS HUNTING SEASON

NIPISSING & PARRY SOUND – This hunting season the North Bay Parry Sound District Health Unit (Health Unit) is reminding hunters not to *buck with COVID-19*.

Although the act of hunting traditionally promotes physical distancing outdoors the same cannot be said for indoors. To help hunt COVID-19 safer, individuals are encouraged to self-assess for COVID-19 symptoms at Ontario.ca/covid-19 before going to the camp or lodge. If you have symptoms of COVID-19, even mild, stay home and arrange to be tested.

Other safer COVID-19 hunting practices include:

- Consider travelling in your own vehicle to the camp or lodge, or wear a face covering with multiple people in the vehicle;
- Limiting private gatherings to 10 people indoors, 25 people outdoors;
- Socialize outside as much as possible;
- Consider having fewer hunters stay in the camp or lodge – use additional accommodation such as tents or trailers;
- Encourage your group to wear a face covering indoors or anytime tasks require people to be less than two metres apart;
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer (at least 60% alcohol);
- Don't share personal items (e.g., cigarettes, joints, drinks, cutlery);
- Have one person make each meal and have them wear a face covering while cooking;
- Avoid serving meals and snacks in a buffet style;
- Sneeze and cough into your sleeve;
- Avoid touching your eyes, nose or mouth;
- Clean high touch surfaces frequently;
- Maintain contact tracing information of all participants.

If someone develops one or more symptoms of COVID-19 while hunting, have a plan to communicate with the group, have the individual self-isolate immediately, have a tent/trailer for the symptomatic individual to self-isolate, arrange for the individual to be tested, and contact 911 if symptoms are severe.

If you have questions, contact the Health Unit, Monday to Friday, 8:30 a.m. to 4:30 p.m. at [1-800-563-2808](tel:1-800-563-2808) option 5.

Media Inquiries:

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NEWS RELEASE

For immediate release: September 14, 2020

Parenting Campaign

NIPISSING & PARRY SOUND, ON - Parents have a key role in supporting their children's social and emotional development. The North Bay Parry Sound District Health Unit (Health Unit), in collaboration with community partners, are re-launching our 2020 Parenting Campaign and reminding parents to listen, respond and connect with your child, to help your child work through their emotions, and to let your child play. In order to be there for your child it is also important to make time to take care of yourself.

With the online re-launch of the Parenting Campaign, key parenting messages will be posted online and displayed throughout Nipissing and Parry Sound Districts. The goal of the campaign is to raise awareness for parents and caregivers about children's needs to feel safe, secure and loved. Children thrive when their social and emotional needs are met through these early relationships.

"There is no such thing as a perfect parent and with today's extra pressures to juggle demands while dealing with COVID-19, we want to reassure parents that even small moments with your child counts. Let your children play, let them get dirty and let them be kids. When the time comes and your child needs you, make time to connect, and listen to their concerns. They will feel important and supported, which helps them develop skills to get through difficult situations," said Doris Chartrand, Public Health Nurse.

For more information, call the Health Unit at [705-474-1400](tel:705-474-1400) or [1-800-563-2808](tel:1-800-563-2808) ext. 5351, or learn more at myhealthunit.ca.

Quick Facts

- Senior kindergarten students in the Nipissing and the Parry Sound Districts were vulnerable on each of the five growth and development domains of the 2018 Early Development Instrument (EDI) when compared to Ontario.
- According to the EDI, children struggled most with overall social and emotional competences:
 - Nipissing:
 - 8.6% of children were not on track on the Social Competence domain
 - 13.4% of children were not on track on the Emotional Maturity domain
 - Parry Sound:
 - 14.6% of children were not on track on the Social Competence domain
 - 15.6% of children were not on track on the Emotional Maturity domain

- A local parenting study demonstrated that 63.5% of parents want to learn more about the importance of building a relationship with their child (Health Unit, 2014).

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Media Inquiries:

Alex McDermid, Public Relations Specialist

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PUBLIC SERVICE ANNOUNCEMENT

For immediate release: September 22, 2020

Health Unit Removing Gender from COVID-19 Cases Page on Website

NORTH BAY, ON – Effective today the North Bay Parry Sound District Health Unit (Health Unit) will no longer report the gender of an individual case of COVID-19.

Sharing the gender of an individual who tests positive for COVID-19 with the public does not change public safety or the preventative measures taken by the public, or by businesses and municipalities. With the potential for cases related to schools and child care centres it also helps to protect the identity of individuals, both children and adults who test positive for COVID-19.

The Health Unit will share additional information about a case when there is determined to be a risk to the health of the general public from exposure to COVID-19.

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Media Inquiries:

Alex McDermid, Public Relations Specialist

P: 705-474-1400, ext. 5221 or 1-800-563-2808

E: communications@healthunit.ca

PUBLIC SERVICE ANNOUNCEMENT

For immediate release: September 30, 2020

Post-Secondary Students Residing in District Will be Counted in the Local COVID-19 Case Count

NIPISSING & PARRY SOUND, ON – Post-secondary institutions across our district have started classes for the 2020-2021 school year. Traditionally many of the students move to the North Bay Parry Sound District Health Unit's (Health Unit) district to attend school locally. In accordance with provincial guidance documents from Public Health Ontario, a student will be counted in our Health Unit's case count for COVID-19 if they are residing in our Health Unit district most of the time, at the time of diagnosis. At this time, the Health Unit does not have any active cases of COVID-19.

The public is reminded to not let their guard down with COVID-19 and to work together to help keep the number of individuals who test positive for COVID-19 low in the district. The public is encouraged to continue to practice public health measures, including physical distancing, wearing a face covering, washing or sanitizing hands often and coughing or sneezing into your sleeve.

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Media Inquiries:

Alex McDermid, Public Relations Specialist

P: [705-474-1400](tel:705-474-1400), ext. 5221 or [1-800-563-2808](tel:1-800-563-2808)

E: communications@healthunit.ca

**BOARD OF HEALTH
PERSONNEL POLICY, LABOUR/EMPLOYEE RELATIONS COMMITTEE
NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

Nipissing District:

Central Appointees

Dave Butti
Nancy Jacko
Stuart Kidd
Scott Robertson (*Chairperson*)
Tanya Vrebosch
Dean Backer
Dan Roveda

Eastern Appointee

Western Appointee

Parry Sound District:

North Eastern Appointee

South Eastern Appointee

Western Appointee

Public Appointees:

Blair Flowers
Marianne Stickland (*Vice-Chairperson*)
Don Brisbane
Gary Guenther
Mike Poeta
Dr. Chirico

Medical Officer of Health/Executive Officer

Attending by Invitation:

Executive Director, Human Resources

Master of Public Health Student

Josée Goulet
Dr. Carol Zimbalatti

Due to the COVID-19 pandemic, a regular meeting of the **Personnel Policy, Employee and Labour Relations Committee** of the **Board of Health** for the **North Bay Parry Sound District Health Unit** will be held electronically for Committee members, and will begin audio live-streaming for the public following the in camera session from the Nipissing Room at 345 Oak Street West, North Bay, Ontario on:

Date: Wednesday, September 23, 2020

Time: 5:00 p.m. to 5:30 p.m.

A G E N D A

1.0 CALL TO ORDER

2.0 APPROVAL OF THE AGENDA

➤Addition of New Agenda Items

➤Notice of Motion

3.0 IN CAMERA

3.1 Labour Relations or Employee Negotiations

➤ *Notice of Motion to Move In Camera*

➤ *Notice of Motion to Rise and Report*

4.0 CONFLICT OF INTEREST DECLARATION

5.0 APPROVAL OF THE PREVIOUS MINUTES

5.1 Personnel Policy, Employee and Labour Relations Committee Minutes – June 24, 2020

➤ *Notice of Motion*

5.2 Personnel Policy, Employee and Labour Relations Committee In Camera Minutes – June 24, 2020

➤ *Notice of Motion*

6.0 DATE OF NEXT MEETING

Date: At the call of the Chair

Time: N/A

Location: N/A

7.0 BUSINESS ARISING

8.0 NEW BUSINESS

8.1

9.0 ADJOURNMENT

If you are not able to attend the meeting, please notify Sheri Beaulieu at 705-474-1400, extension 5375.
Thank you.

Yours sincerely,

Approved by

Jim Chirico, H.BSc., M.D., F.R.C.P. (C), MPH
Medical Officer of Health/Executive Officer

**BOARD OF HEALTH
FINANCE AND PROPERTY COMMITTEE
NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

Nipissing District:

Central Appointees

Dave Butti
Nancy Jacko
Stuart Kidd
Scott Robertson (*Vice-Chairperson*)
Tanya Vrebosch
Dean Backer
Dan Roveda (*Chairperson*)

Eastern Appointee

Western Appointee

Parry Sound District:

North Eastern Appointee

South Eastern Appointee

Western Appointee

Public Appointees:

Blair Flowers
Marianne Stickland
Don Brisbane
Gary Guenther
Mike Poeta
Dr. Jim Chirico

Medical Officer of Health/Executive Officer

Also Attending by Invitation:

Executive Director, Finance

Master of Public Health Student

Isabel Churcher

Dr. Carol Zimbalatti

Due to the COVID-19 pandemic, a meeting of the **Finance and Property Committee** of the **Board of Health** for the **North Bay Parry Sound District Health Unit** will be held electronically for Board of Health members, with an audio live-stream of the meeting for the public, from the Nipissing Room at 345 Oak Street West, North Bay, Ontario on:

Date: Wednesday, September 23, 2020

Time: 5:30 p.m. to 6:00 p.m.

A G E N D A

1.0 CALL TO ORDER

2.0 APPROVAL OF THE AGENDA

➤ *Addition of New Agenda Items*

➤ *Notice of Motion*

3.0 CONFLICT OF INTEREST DECLARATION

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Finance and Property Committee Minutes – April 22, 2020

➤ *Notice of Motion*

6.0 DATE OF NEXT MEETING

Date: December 2, 2020

Time: To be Determined

Location: To be Determined

7.0 BUSINESS ARISING

8.0 NEW BUSINESS

8.1 2020 Reconciled Budget and School-Focused Nurses

➤ *Notice of Motion*

8.2 Municipal Levy Adjustment

➤ *Notice of Motion*

8.3 COVID-19 Expenses Update

8.4 Second Quarter Income Statements – April 1 to June 30, 2020

8.5 Second Quarter Medical Officer of Health Expenses – April 1 to June 30, 2020

9.0 IN CAMERA

10.0 ADJOURNMENT

If you are not able to attend the meeting, please notify Sheri Beaulieu at 705-474-1400, extension 5375. Thank you.

Yours sincerely,

Approved by

Jim Chirico, H.BSc., M.D., F.R.C.P. (C), MPH
Medical Officer of Health/Executive Officer

**BOARD OF HEALTH
 NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

Nipissing District:

Central Appointees

Dave Butti
 Nancy Jacko (*Chairperson*)
 Stuart Kidd
 Scott Robertson
 Tanya Vrebosch
 Dean Backer
 Dan Roveda

Eastern Appointee

Western Appointee

Parry Sound District:

North Eastern Appointee

South Eastern Appointee

Western Appointee

Public Appointees:

Blair Flowers
 Marianne Stickland
 Don Brisbane (*Vice-Chairperson*)
 Gary Guenther
 Mike Poeta
 Dr. Jim Chirico

Medical Officer of Health/Executive Officer

Attending by Invitation:

Public Health Physician/Master of Public Health Student

Dr. Carol Zimbalatti

Due to the COVID-19 pandemic, a regular meeting of the **Board of Health** for the **North Bay Parry Sound District Health Unit** will be held electronically for Board of Health members, and will be live-streamed for the public from the Nipissing Room at 345 Oak Street West, North Bay, Ontario on:

Date: Wednesday, September 23, 2020

Time: 6:00 p.m. to 7:00 p.m.

A G E N D A

1.0 CALL TO ORDER

2.0 APPROVAL OF THE AGENDA

➤Addition of New Agenda Items

➤Notice of Motion

3.0 CONFLICT OF INTEREST DECLARATION

4.0 APPROVAL OF THE PREVIOUS MINUTES

4.1 Board of Health Minutes – June 24, 2020

➤Notice of Motion

5.0 DATE OF NEXT MEETING

Date: November 25, 2020

Time: To be determined

Place: To be determined

6.0 BUSINESS ARISING

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

8.0 BOARD COMMITTEE REPORT

8.1 Personnel Policy, Employee and Labour Relations Committee – Verbal Report

8.2 Finance and Property Committee

➤ *Notice of Motions*

9.0 CORRESPONDENCE

10.0 NEW BUSINESS

11.0 IN CAMERA

12.0 ADJOURNMENT

If you are not able to attend the meeting, please notify Sheri Beaulieu at 705-474-1400, extension 5375.
Thank you.

Approved by,

Jim Chirico, H.BSc., M.D., F.R.C.P. (C), MPH
Medical Officer of Health/Executive Officer

NEWS RELEASE

For immediate release: October 2, 2020

PROTECT YOUR LOVED ONES – BE CAREFUL WHAT YOU SHARE

NORTH BAY, ON – The North Bay Parry Sound District Health Unit (Health Unit) is asking residents to be careful what they share. Ontario is experiencing increasing numbers of people becoming ill with COVID-19, which is likely the onset of the provincial second wave. The next few months are marked with special occasions that traditionally bring large groups together, such as Thanksgiving.

“More than ever before, we must slow the spread of COVID-19 by following public health recommendations to protect one another. Mark these special occasions with happy memories and not COVID-19,” says Dr. Jim Chirico, Medical Officer of Health.

To be safe:

- Limit holiday gatherings to family or household members only. Less people, less risk.
 - It is important to remember that unmonitored gatherings are to be no more than 10 people indoors or 25 people outdoors.
- Limit the length of time for the gathering. Less time, less risk.
- Consider celebrating outdoors if possible. More space, less risk.
- Consider celebrating virtually, especially if family members are at increased risk of severe illness (elderly, people with medical conditions, weakened immune systems, etc.).
- Family members and students should assess the risk they may pose to their families and loved ones before returning home for Thanksgiving.
 - Are you returning from an area with increased or increasing COVID-19 activity? Increased COVID-19 activity, increased risk.
 - Have you been limiting your social interactions and following two metre distancing, hand washing and face covering recommendations in the past 14 days? Increased interactions without precautions, increased risk.
- Do not attend gatherings if you feel ill or have symptoms of COVID-19. Stay home and arrange to be tested.
- Consider wearing face coverings indoors and outdoors, especially when physical distancing can't be maintained.

No one wants to be the person who gives their loved ones COVID-19. We ask that you think carefully about where you go and what you do to protect the ones you love, especially those who are at greater risk.

Please continue to follow the public health protocols by physical distancing, wearing a face covering in indoor public places including public transit and anywhere physical distancing is a challenge, wash or sanitize your

hands often, cough and sneeze into your sleeve and stay home when you feel sick or have symptoms and arrange to be tested.

By working together, we can continue to reduce the spread of COVID-19, keep our economy open and help save lives.

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Media Inquiries:

Alex McDermid, Public Relations Specialist

P: [705-474-1400](tel:705-474-1400), ext. 5221 or [1-800-563-2808](tel:1-800-563-2808)

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