

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

TO BE HELD WEDNESDAY MAY 1, 2019 AT 7:00 P.M.

AGENDA

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 April 17, 2019 be adopted as circulated. **Rsl.**
5. **DEPUTATIONS**
 - i) Dave Brunton, President, Rotary Club of Parry Sound. **(attachment)**
Re: Parry Sound Rotary Strikes Against Cancer Annual 3-Pitch Tournament.
 - ii) Rebecca Pollock, Ph.D., Executive Director, Georgian Bay Biosphere. **(attachment)**
Re: Regional Energy Plan and Community Climate Action Initiative.

Matters Arising.

6. **PLANNING/BUILDING**
 - i) Report of the Clerk/Planner and Chief Building Official C-2019-06 **(attachment)**
Re: Building By-law and Tariff of Fees Update.
 - ii) Report of the Chief Building Official CBO 2019-02. **(attachment)**
Re: Building Permit Activity.
 - iii) Parry Sound Golf and Country Club, Lot 2 Plan M585, George Hunt Memorial Drive. **(attachment)**
Re: Z01-2019 Rezoning Application/ to be deemed complete.
 - iv) Norman Chauvin, McDougall Road. **(attachment)**
Re: B07/2018 (MCD) - Chauvin 51(26) Consent Agreement.

Matters Arising.

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7. BY-LAW ENFORCEMENT

Matters Arising.

8. FIRE PROTECTION

- i) Report of the Fire Chief **(attachment)**
Re: 2019 Year to Date Service Report.
- ii) Report of the Fire Chief FC-2019-02. **(attachment)**
Re: 911 Committee Report.

Matters Arising.

9. EMERGENCY MANAGEMENT

- i) Simon Looker, Municipal Policing Specialist, O.P.P. **(attachment)**
Re: Renewal of 9-1-1 Primary Public Safety Answering Point (P-PSAP, previously CERB) Services Agreement.

Matters Arising.

10. RECREATION

- i) Report of the Director of Parks and Recreation DPR 2019-03. **(attachment)**
Re: McDougall Recreation Centre Season Review.
- ii) Report of the Director of Parks and Recreation DPR 2019-04. **(attachment)**
Re: Spring Season Update.

Matters Arising.

11. PUBLIC WORKS

Matters Arising.

12. ENVIRONMENT

- i) Waste Management.

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AGENDA

Matters Arising.

13. FINANCE

- i) Accounts Payable. **Rsl.**
- ii) Erin Gignac-Robinson, Treasurer. **(attachment)**
Re: Municipality of McDougall 2019 Final Annual Budget.

Matters Arising.

14. ADMINISTRATION

- i) Jocelyn Shipman & Wayne Cormier. **Rsl.**
Re: Copy of letter to Honourable Norm Miller, MPP Parry Sound Muskoka regarding concerns with the rental of the Canadore College West Parry Sound Campus to the Conseil scolaire public du Nord-Est.
- ii) Town of Parry Sound. **(attachment)**
Re: Notice of a Complete Application and Public Meeting Concerning a Proposed Zoning By-law Amendment – 2/19/03-32 Riverdale Road (Laforme/Hubert).
- iii) Chris McDonald, Erin Cardy, Co-Chairs, Sound Splash Pad. **(attachment)**
Re: Requesting to work with a Municipality/First Nation who would be interested in a splash pad.

Matters Arising.

15. REQUESTS FOR SUPPORT

- i) City of Brantford. **(attachment)**
Re: Single-Use Plastic Straws.

Matters Arising.

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

17. COMMITTEE REPORTS

- i) Community Policing Advisory Committee. **(attachment)**
Re: January 24, 2019 Minutes.

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- ii) Community Policing Advisory Committee. **(attachment)**
Re: April 19, 2019 Agenda.
- iii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Addressing Cuts to Public Health.
- iv) North Bay Parry Sound District Health Unit. **(attachment)**
Re: 2018 Cannabis Survey Key Findings Released.

Matters Arising.

18. REPORT OF THE CAO

19. GENERAL ITEMS AND NEW BUSINESS

20. BY-LAWS

- i) By-law 2019-15. **(attachment)**
Re: Being a By-law to adopt an Emergency Plan under Sections 2.1(2)(a) and 3(1) of the Emergency Management and Civil Protection Act, R.S.O., 1990, CH. E 9, as amended.
- ii) By-law 2019-24. **(attachment)**
Re: Being a By-law to adopt the 2019 Budget Estimates of All Sums Required during the Year.
- iii) By-law 2019-25. **(attachment)**
Re: Being a By-law to Set Tax Ratios for Municipal Purposes for the Year 2019.
- iv) By-law 2019-26. **(attachment)**
Re: Being a By-Law to Strike the Tax Rates for the Year 2019.

21. TRACKING SHEET

Please be advised that items on the tracking sheet may be discussed during scheduled meetings. **(attachment)**

22. CLOSED SESSION

23. RATIFICATION OF MATTERS FROM CLOSED SESSION

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

TO BE HELD WEDNESDAY MAY 1, 2019 AT 7:00 P.M.

AGENDA

24. CONFIRMATION BY-LAW

- i) By-Law No. 2019-27.
Re: To confirm the proceedings of the Committee/Council meeting held
on May 1, 2019.

25. ADJOURNMENT

Resolution List for May 1, 2019

THAT the minutes of the Committee/Council Meeting held on April 17, 2019 be adopted as circulated.

THAT the attached lists of Accounts Payable for April __, 2019 in the amount of \$_____ and payroll for April __, 2019 in the amount of \$_____ be approved for payment.

WHEREAS the Canadore College West Parry Sound Campus construction was completed in 2011;

AND WHEREAS the Canadore College West Parry Sound Campus was constructed to deliver programs in the trades, adult and post-secondary education within the West Parry Sound Area;

AND WHEREAS it has been brought to the attention of the Council for the Municipality of McDougall that a portion of the building is going to be rented out to an organization that will be operating as an elementary school offering JK to Grade 8 education for francophone families;

AND WHEREAS there is a major safety concern for younger students being put in harm's way in a college environment;

AND WHEREAS the less space to offer programming will provide fewer opportunities for people willing to improve their education in the West Parry Sound area;

NOW THEREFORE be it resolved that the Council of the Corporation of the Municipality of McDougall request the management and board of governors to reconsider the decision of renting out parts of the Canadore College West Parry Sound Campus;

AND FURTHER that this resolution be forwarded to the Minister of Training, Colleges and Universities; the Canadore College Board of Governors and M.P.P . Norm Miller.

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, APRIL 17, 2019 AT 7:00 P.M.

MINUTES

Present:	Mayor	D. Robinson (Chairperson)
	Councillor	J. Constable
	Councillor	K. Dixon
	Councillor	J. Ryman

DRAFT

And

CAO	T. Hunt
Clerk	L. West
Treasurer	E. Robinson
Deputy Treasurer	K. Schneider

Regrets:	Councillor	L. Gregory
	Fire Chief	B. Leduc
	Admin/Treasury Assistant	T. Hazzard

1. CALL TO ORDER

Mayor Robinson called the meeting to order at 6:59 p.m.

2. DECLARATIONS OF INTEREST

Nil

3. PRIORITIZATION OF AGENDA

Nil

4. ADOPTION OF MINUTES

- i) THAT the minutes Committee/Council Meeting held on April 3, 2019, be adopted as circulated.

Resolution No. 2019/40

Ryman/Dixon

THAT the minutes of the Committee/Council meeting held April 3, 2019 be adopted as circulated.

“Carried”

5. DEPUTATIONS

- i) Derek D’Angelo, KPMG LLP.
Re: Draft Financial Statement for 2018.
Mr. D’Angelo took Council through the Draft Financial Statement. He noted that there were no difficulties encountered during the course of the audit procedures, that there were no unadjusted audit differences above

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the posting threshold, and there were no internal control weaknesses to be noted.

Council requested that KPMG provide further information regarding Municipal reserves and future reserve funding.

Resolution No. 2019/41

Dixon/Ryman

THAT Council of The Corporation of the Municipality of McDougall does hereby receive the Financial Statements for the Year Ended December 31st, 2018, and the Audit Findings Report to the Members of Council for the Year Ended December 31st, 2018, as presented at the regular meeting of Council on April 17th, 2019 by the firm KPMG.

“Carried”

Matters Arising.

Nil

6. PLANNING/BUILDING

Nil

Matters Arising.

The Clerk advised Council that she has been working with the Chief Building Official reviewing the building by-laws and reviewing the tariff and fees by-laws. By-law proposals will be brought forward at the next meeting.

7. BY-LAW ENFORCEMENT

Nil

Matters Arising.

Nil

8. FIRE PROTECTION

- i) Chief Cynthia Ross Tustin, President, Ontario Association of Fire Chiefs
(attachment)

Re: The Municipal Official Seminar: The Essentials of Firefighting and Firefighting 101.

This was reviewed by Council.

Matters Arising.

Nil

9. EMERGENCY MANAGEMENT

Nil

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Matters Arising.

Nil

10. RECREATION

Nil

Matters Arising.

Nil

11. PUBLIC WORKS

- i) Alan Smith, 137 Hammel Avenue.

Re: Hammel Ave.

The CAO spoke to this matter, advising that washouts on the edge of pavement is normal for this time of year and repairs will be made. He noted that the base of Hammel Avenue does not currently enable a sidewalk to be added alongside the road. He added that an edging white line could be added to the road which could help with the corners.

- ii) Randy Bell, 5 Riverview Drive.

Re: Spring Flooding Issues.

The CAO spoke to this matter. He noted that the Municipality has done a lot of work to try to help with this situation, including increasing the ditches, increasing the size of culverts and increasing the ability to provide natural runoff. There is nothing more that the Municipality can do.

Matters Arising.

Nil

12. ENVIRONMENT

- i) Waste Management.

Matters Arising.

Mayor Robinson told Council that he has received many complaints about the current municipal sticker system and having to affix the stickers to windshields. He suggested that ratepayers be able to trade one of their stickers for a hanging tag, which would allow them to switch that between vehicles.

Council agreed and staff was directed on a forward going basis, to allow rate payers to trade one of their blue municipal stickers for a hanging tag. Staff is to keep a log of the hanging tag numbers assigned to the roll numbers as they are given out.

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MINUTES

13. FINANCE

- i) Accounts Payable.
Resolution No. 2019/42 **Ryman/Dixon**
THAT the attached lists of Accounts Payable for April 17, 2019 in the amount of \$326,608.63 and payroll for April 11 and 12, 2019 in the amount of \$69,598.53 be approved for payment.

“Carried”

- ii) Report of the Treasurer T-2019-01.
Re: IT Server Project.
The Treasurer advised Council that Microsoft will no longer provide security updates or support for PCs running Windows 7, Windows Server 2008 R2 and Small Business Server (SBS) 2011 starting in 2020. IT was recommended that migration to a new server is critical to ensure we are keeping our software, data and records secure. The main operating systems will be down while work is being done from May 2nd to May 6th. Staff has been advised to put a notice on the website advising that municipal emails will be down for this time.
- iii) David Pearce, Stewardship Ontario, Thinking Beyond the Box.
Re: Industry funding for Municipal Blue Box Recycling for the fourth quarter of the 2018 Program Year.
The Treasurer provided an overview of this payment.

Councillor Dixon left the Council Chambers at 7:57 p.m.

- iv) Marc Bedard, Superintendent, Commander, Municipal Policing Bureau, Ontario Provincial Police.
Re: 2020 Municipal Policing Billing Statement Property Count.
This was reviewed by council. Councillor Ryman noted a Community Policing Advisory Committee meeting is scheduled for the next day.

Councillor Dixon returned to his seat at 7:59 p.m.

- v) The Honourable Francois-Philippe Champagne, Minister of Infrastructure and Communities.
Re: 2019 Gas Tax Fund.
The Treasurer advised that this was a onetime funding received, and was not in the previous draft budget.

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MINUTES

Matters Arising.

The Treasurer advised Council that education rates have now been set and that the tax rate, tax ratio and budget by-laws will be brought forward.

The Treasurer requested Council direction for the one time Gas Tax Funding and the one time Provincial Small Rural Efficiencies Funding to be placed into reserves. Council agreed and did direct that the funds be put into reserves.

14. ADMINISTRATION

- i) Jocelyn Shipman & Wayne Cormier.
Re: Copy of letter to Honourable Norm Miller, MPP Parry Sound Muskoka regarding concerns with the rental of the Canadore College West Parry Sound Campus to the Conseil scolaire public du Nord-Est. This was reviewed by Council.
Council requested that a resolution be brought forward to the next committee/council meeting to support Ms. Shipman and Mr. Cormier's concerns.
- ii) West Parry Sound Health Centre.
Re: Issues discussed at the West Parry Sound Health Centre Board of Directors meeting held April 8, 2019.
This was reviewed by Council.
- iii) Ina Watkinson, Township of McKellar.
Re: Establish New Accommodation Review Committee to Review Nobel & McDougall Schools.
This was reviewed by Council.
- iv) Mike Konoval, Mayor, Township of Carling.
Re: Invitation to Carling Community Centre Grand Opening, June 8, 2019.
This was reviewed by Council.

Matters Arising.

Nil

15. REQUESTS FOR SUPPORT

- i) Ontario Public Works Association (OPWA).
Re: 2019 National Public Works Week, May 19 - 25.
This was reviewed by Council

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- ii) Jerri-Lynn Levitt, Deputy Clerk, Grey Highlands.
Re: Resolution petitioning the Provincial government to complete the Ontario Municipal Partnership Fund (OMPF) review in an expeditious manner.
This was reviewed by Council

Matters Arising.

Nil

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

Nil

17. COMMITTEE REPORTS

Mayor Robinson noted that at the Heads of Council meeting the letter of support for Smart Community was signed by the heads of council

Matters Arising.

Nil

18. REPORT OF THE CAO

- i) April 3rd, 2019 Report of the CAO.
Re: Pool Wellness Center.
The CAO provided Council with an update regarding the pool study Request for proposal (RFP).

The CAO advised that the bridge report for the infrastructure funding application should be complete for next week. The design is done, and it is recommended that a 2 lane bridge is applied for.

The CAO also advised Council that someone drove through the wooden fence at Nobel Beach and left deep ruts in the grass. Steel guardrails will be installed to prevent this from happening again.

The CAO noted that he had not heard back from the Snowmobile Club regarding funding for a wooden bridge at Sly's creek.

Resolution No. 2019/43

Dixon/Ryman

WHEREAS an interest in the development of a recreation complex/community pool exists in West Parry Sound, and Council for the Corporation of the Municipality of McDougall think that a recreation complex/community pool in the area would be a great asset for the economic, social and health benefits of area residents;

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MINUTES

AND WHEREAS at the July 18, 2018 regular meeting, Council for the Corporation of the Municipality of McDougall approved Resolution 2018/91 directing the CAO to collectively meet with the CAO's of the surrounding interested Municipalities and First Nations, and prepare a common package for future deliberation by Councils;

AND WHEREAS the CAO's have recommended the completion of a pool study on behalf of the area municipalities to identify detailed information and costs that are needed to select an appropriate site, design, and operating structure;

AND WHEREAS as the host municipality, the Town of Parry Sound has agreed to issue a Request for Information (RFI) or Request for Quotations (RFQ) for a "Pool Study".

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of McDougall authorize an expenditure of up to 15% for the pool study cost, to a maximum amount of \$30,000.00.

AND FURTHER THAT this resolution be forwarded to the participating West Parry Sound Municipalities, First Nations, and the Recreational Complex Advisory Committee.

"Carried"

GENERAL ITEMS AND NEW BUSINESS

19. BY-LAWS

- i) By-law 2019-18.
Re: Being a By-law to authorize the borrowing of money to meet current operating expenditures during the fiscal year ending December 31, 2019.
Read a First, Second and Third Time, Passed, Signed and Sealed this 17th day of April 2019.
- ii) By-law 2019-19.
Re: Being a by-law to enter into an agreement with Timothy McGuire as a condition of approval of Consent No. B21-2018 (McGuire).
Read a First, Second and Third Time, Passed, Signed and Sealed this 17th day of April 2019.

20. TRACKING SHEET

Please be advised that items on the tracking sheet may be discussed during scheduled meetings.

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
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MINUTES

There were no changes to the tracking sheet.

21. CLOSED SESSION at 8:23 p.m.

Resolution No. 2019/44

Ryman/Dixon

Be It Resolved that the next portion of the meeting be closed to the public at 8:23 p.m. in order to address a matter pertaining to:

- i) A proposed or pending acquisition or disposition of land by the municipality or local board.

“Carried”

Resolution No. 2019/45

Dixon/Ryman

THAT Council reconvene in Open Session at 8:42 p.m.

“Carried”

22. RATIFICATION OF MATTERS FROM CLOSED SESSION

Council received and directed Staff to proceed with the recommendation to amend the policies and procedures regarding the sale and disposition of land.

23. CONFIRMATION BY-LAW

- i) By-law 2019-20.

Re: Being a by-law to confirm the proceedings of the Committee/Council meeting held on April 17, 2019.

Read a First, Second and Third Time, Passed, Signed and Sealed this 17th day of April 2019.

24. ADJOURNMENT

Resolution No. 2019/46

Ryman/Dixon

THAT we do now adjourn at 8:43 p.m.

“Carried”



SUPPORTING CANCER CARE IN OUR HEALTH CENTRE & ROTARY PROJECTS

formerly known as the
Rach

Rotary  Club of
Parry Sound

March 15, 2019

Lori West , Clerk

Municipality of McDougall

Dear Lori

The Rotary Club of Parry Sound has been servicing our community needs since 1936. Through our many fundraising efforts, much needed financial support has been provided to hundreds of projects that our community and our Rotarians are very proud of. The list is exhaustive and impressive including multi-year financial support to the Fitness Trails development; our local Sailing Club; to equipment and palliative support at our Health Centre. There is no request too big or too small for our local Rotary Club to support.

The 1st Annual Rotary 3 Pitch "Strikes Against Cancer in support of Cancer Care in our WPSHC and Parry Sound Rotary Club's Beneficiaries", formerly The RACH ! www.ps3pitch.com already has 26 teams who have signed up and paid for the spot to play ball on June 14, 15th at Kinsmen Park (Father's Day weekend). This event will be replacing the RACH, The Dragon Boats and Parry Sound's got Talent. We are hoping to make this one of Parry Sound's largest events. Our plans are to maintain the family, fun, fundraising theme which has made this the popular local event it has become.

We would like to present these changes and the opportunities this event creates to your council.

Please let me know if this would be possible and what time it would occur.

Yours in Rotary,

Dave Brunton

Rotary President



SUPPORTING
**CANCER CARE IN
OUR HEALTH CENTRE
& ROTARY PROJECTS**

formerly known as the
Rach

Rotary  Club of
Parry Sound

Sponsorship Committee Contact Information

Linda West

Fundraising Chair

davelindawest@gmail.com

705-346-4424

Dave Brunton

Club President

jdbfinancial@cogeco.ca

Carolyn Jeffery

Committee Member

tjeffery@cogeco.ca

Shirlene Johnston

Committee Member

shirlene@vianet.ca

Sponsorship for the Rotary Club of Parry Sound



SUPPORTING
CANCER CARE IN
OUR HEALTH CENTRE
& ROTARY PROJECTS

formerly known as the
Rock

Rotary



Club of
Parry Sound

Sponsorship Invoice Form

Company Name: _____

Name of Contact: _____

Telephone/Email: _____

Amount of Sponsorship: \$ _____

Method of Payment: Cash _____ Check # _____

Date received: _____

Signature of Company Contact: _____

Signature of Rotary Contact: _____

.....

Sponsor Receipt (detach and give to sponsor)

Sponsorship for the Rotary Club of Parry Sound



**SUPPORTING
CANCER CARE IN
OUR HEALTH CENTRE
& ROTARY PROJECTS**

*formerly known as the
Pack*



Name of Sponsor: _____

Amount of Sponsorship: _____ Date: _____

That make you a valued _____ sponsor. (see below for services)

Rotary Representative: _____

	Platinum	Gold	Silver	Bronze	Friends of 3Pitch	Donors for 3Pitch
Gift	\$5,000	\$2,500	\$1,750	\$1,000	\$500	\$250
Number of Donors	1	4	4	Unlimited	Unlimited	Unlimited
Pre-Event Recognition						
Social Media	✓	✓	✓	✓	✓	✓
PS3Pitch.com	Colour Logo	Black/White Logo				
Rotary Website	Colour Logo	Colour Logo	Colour Logo	Name	Name	Name
Event Flyer	✓	✓	✓	✓	✓	✓
Press Release	✓	✓				
Naming	Fish-Fry	Fields	Various			
On-Site Recognition						
VIP Tent	Named	Logo Inside	Logo Inside	Logo Inside		
VIP Tent	✓	✓	✓	✓		
Logo/Signage	Fish-Fry	Fields	Various	Name on Stage	Name on Boards	Lawn Signs
Goody Bag Item	✓	✓	✓	✓	✓	✓
Post-Event Recognition						
Newspaper	✓	✓	✓	✓	✓	✓
Thankyou email blast	✓	✓	✓	✓	✓	✓

Thank you for supporting the efforts of your Rotary Club of Parry Sound



Letter from the President

The Rotary Club of Parry Sound has been servicing our community needs since 1936. Through our many fundraising efforts, much needed financial support has been provided to hundreds of projects that our community and our Rotarians are very proud of. The list is exhaustive and impressive including multi-year financial support to the Fitness Trails development; our local Sailing Club; to equipment and palliative support at our Health Centre. There is no request too big or too small for our local Rotary Club to support.

I wish to thank Dr. Tom and Joanne Higgins and Lorie O'Neill for the confidence shown in our Rotary Club in endorsing our event in association of The RACH. As well as their amazing support and the RACH Committee in organizing this years event.

Please help us by sponsoring in one of the ways described below.

Best Regards

David Brunton,
President, Rotary Club of Parry Sound

Sponsorship Opportunities

	Platinum	Gold	Silver	Bronze	Friends of 3Pitch	Donors for 3Pitch
Gift	\$5,000	\$2,500	\$1,750	\$1,000	\$500	\$250
Number of Donors	1	4	4	Unlimited	Unlimited	Unlimited
Pre-Event Recognition						
Social Media	✓	✓	✓	✓	✓	✓
PS3Pitch.com	Colour Logo	Black/White Logo				
Rotary Website	Colour Logo	Colour Logo	Colour Logo	Name	Name	Name
Event Flyer	✓	✓	✓	✓	✓	✓
Press Release	✓	✓				
Naming	Fish-Fry	Fields	Various			
On-Site Recognition						
VIP Tent	Named	Logo Inside	Logo Inside	Logo Inside		
VIP Tent	✓	✓	✓	✓		
Logo/Signage	Fish-Fry	Fields	Various	Name on Stage	Name on Boards	Lawn Signs
Goody Bag Item	✓	✓	✓	✓	✓	✓
Post-Event Recognition						
Newspaper	✓	✓	✓	✓	✓	✓
Thankyou email blast	✓	✓	✓	✓	✓	✓

March 19, 2019

Dear members of McDougall Township Council,

Climate change is an urgent priority for our children and grandchildren. We all have a responsibility to reduce the harm of greenhouse gas emissions and find creative and adaptive solutions to protect the biosphere. We also see opportunities to lead on energy efficiencies and energy production that provides and supports solid economic benefits for this region.

GBBR would like to coordinate a major effort among the First Nations and municipal governments within the biosphere region, and other interested partners. With your support, we propose a Regional Energy Plan and Community Climate Action initiative, starting in 2019.

We feel that the many governments within the biosphere might benefit from a community-based and coordinated approach that would help to:

1. **Coordinate** corporate and community climate and energy plan development and implementation;
2. **Educate** on best practices in climate planning and connect to resources (e.g., funding, experts, case studies, planning guides); and
3. **Implement** the adoption of practices & policies within operations that support energy efficiency and climate adaptation.

Each individual Council may be taking its own “corporate” steps to mitigate its climate impacts, saving energy and saving costs. Each Council may also be implementing various adaptation strategies that protect community health and infrastructure in times of extreme weather events, such as drought, floods, and storms. This is important work that we feel could be well supported by a coordinated regional approach.

We would not be establishing this work from the ground up. Indeed, the Partners for Climate Protection (PCP) program, managed by the Federation of Canadian Municipalities (FCM) provides a framework to track and reduce greenhouse gas reductions. This framework, currently used by 350 municipalities, provides access to funding to assist municipalities. There are also several major programs to support First Nations, including those of the Independent Electricity Systems Operator (IESO).

With a joint effort and regional coordination, we can achieve more at less cost. At this time we are asking you to:

1. **Indicate your interest** by appointing a representative to our regional effort within GBBR to develop and implement energy targets and climate actions;
2. **Consider the adoption by Resolution of Council** to join the Partners for Climate Protection program to become eligible for funding (attached); and,
3. **Provide an initial financial contribution** (\$2,500 - \$5,000) to support the GBBR's development of a committee and Terms of Reference; major funding applications and emissions inventory framework within the GBBR region.

If a regional steering committee assists GBBR with the coordination of the PCP milestones, we can accomplish a regional inventory, set targets, streamline planning and implementation. Our collective impact is larger and our costs are much smaller.

We invite you to consider this proposed approach for a Regional Energy Plan and Community Climate Action initiative and contact us with any questions.

We know that many of you have already taken steps to mitigate and adapt to climate change and we thank you for your leadership. We are here to help make climate action a true partnership among our communities.

Thank you for your consideration.
Miigwetchwendam.

Ron Chase
Board Chair
chaser@vianet.ca

Becky Pollock
Executive Director
rpollock@gbbr.ca

Greg Mason
General Manager
gmason@gbbr.ca

David Bywater
Environmental Specialist
conservation@gbbr.ca

Encl. **Resolution of Council to join the Partners for Climate Protection program.**

Learn more: <https://fcm.ca/en/programs/partners-climate-protection>

Note that invited partners in this initiative include:

Chimnissing First Nation
Moose Deer Point First Nation
Wasauksing First Nation
Shawanaga First Nation
Magnetawan First Nation
Henvey Inlet First Nation
Dokis First Nation
Wahta Mohawk First Nation
Wikwemkoong Unceded Territory

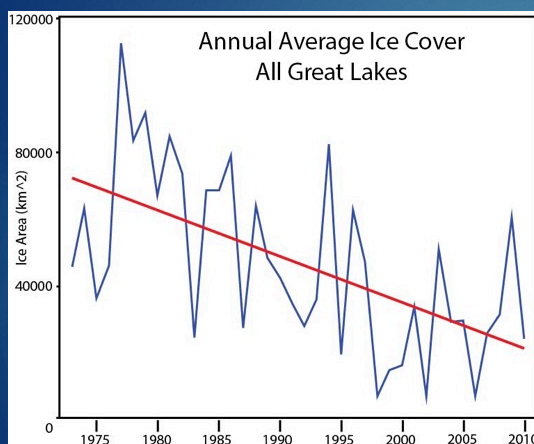
Township of Georgian Bay
Township of Seguin
Town of Parry Sound
Township of McKellar
Township of McDougall
Township of the Archipelago
Township of Carling
Township of Whitestone
Britt/Byng Inlet Local Services Board

Towards a Regional Energy Plan & Community Climate Action



GEORGIAN BAY
BIOSPHERE RESERVE

Climate Change in Georgian Bay



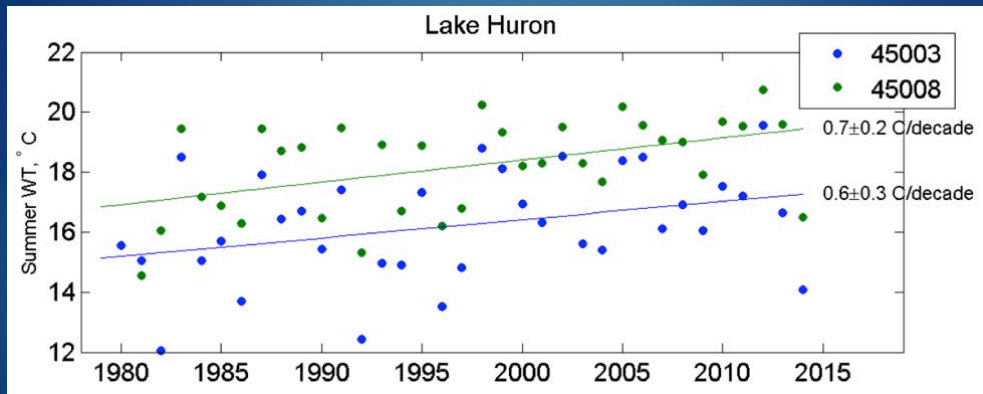
Annual average ice coverage on the Great Lakes declined by 71%

Georgian Bay-Lake Huron lost 62%



GEORGIAN BAY
BIOSPHERE RESERVE

Climate Change in Georgian Bay



Water is warming 1°C per decade = 10°C warmer this century!



Climate Change in Georgian Bay

- ▶ More frequent & severe events – floods, droughts, storms, fires
- ▶ Expensive damage to infrastructure and property
- ▶ Increased insurance rates – increased community vulnerability



Regional Energy Plan & Community Climate Action – GBBR Service:

1. Coordinate corporate and community climate and energy plan development and implementation.
2. Educate on best practices in climate planning and connect to resources.
3. Implement the adoption of practices & policies within operations that support energy efficiency and climate adaptation.



Potential Partners

- | | |
|---------------------------------|---|
| ▶ Chimnissing First Nation | ▶ Township of Georgian Bay |
| ▶ Moose Deer Point First Nation | ▶ Township of Seguin |
| ▶ Wasauksing First Nation | ▶ Town of Parry Sound |
| ▶ Shawanaga First Nation | ▶ Township of McKellar |
| ▶ Magnetawan First Nation | ▶ Township of McDougall |
| ▶ Henvey Inlet First Nation | ▶ Township of the Archipelago |
| ▶ Dokis First Nation | ▶ Township of Carling |
| ▶ Wahta Mohawk First Nation | ▶ Township of Whitestone |
| ▶ Wikwemikong Unceded Territory | ▶ Britt/Byng Inlet Local Services Board |



Regional & Collaborative Approach

1. Financial savings through energy reductions, asset management
2. Greenhouse gas (GHG) reductions, climate adaptations and improved air quality
3. Cost savings by pooling resources to achieve collective outcomes
4. Accelerating economic benefits of energy resilience and adoption of innovative technology
5. Environmental, social and cultural outcomes are also achieved



Partners for Climate Protection (PCP)

- ▶ Managed by Federation of Canadian Municipalities (FCM)
- ▶ PCP is a standardized framework and tool kit with targets
- ▶ Endorsed by 350+ Municipalities in Canada
- ▶ Provides information resources and technical support
- ▶ Provide access to funding (e.g. SNAP – sustainable neighbourhood)
- ▶ Aligns with provincial regulations (#397-11) for Energy Conservation & Demand Management Plans
- ▶ Aligns with Association of Municipalities of Ontario's (AMO) directive



How Partners for Climate Protection works:

- ▶ Eligibility: Council resolution to join PCP
- ▶ Milestone One: Create a GHG emissions inventory and forecast
- ▶ Milestone Two: Set an emissions reductions target
- ▶ Milestone Three: Develop a local action plan
- ▶ Milestone Four: Implement the local action plan or a set of activities
- ▶ Milestone Five: Monitor progress and report results



Resolution to join PCP

**Council Resolution to
Join the FCM-ICLEI (Local Governments for Sustainability)
Partners for Climate Protection Program**

WHEREAS it is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy;

WHEREAS the 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit the increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts;

WHEREAS local governments are essential to the successful implementation of the Paris Agreement;

WHEREAS Canada's cities and communities influence approximately 60 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating, building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services;

WHEREAS investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses;

WHEREAS a number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emissions reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting;

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI-Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 300 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS PCP members commit to adopt a community GHG reduction target of 30 per cent below 2009 levels by 2030, in line with the Government of Canada's target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

WHEREAS PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years;

WHEREAS PCP members accept they can be suspended from the program — subject to prior notice in writing by the PCP Secretariat — in the event of non-submission of progress reports within the established deadlines;

BE IT RESOLVED that the municipality of _____ endorse the Government of Canada's commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and

BE IT RESOLVED that the municipality of _____ review the guidelines on PCP member benefits and responsibilities and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of _____ appoint the following:

a) Corporate staff person (Name) _____
(Contact number) _____
(Email address) _____

b) Elected official (Name) _____
(Contact number) _____
(Email address) _____

to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

Signature _____
Date _____



Our Request

1. Indicate your interest to us by appointing a representative to our regional effort within GBBR to develop and implement energy targets and climate actions.
2. Consider the adoption by Resolution of Council to join the Partners for Climate Protection program.
3. An initial financial contribution (\$2,500 - \$5,000) to support the development of the committee, their Terms of Reference; major funding applications and begin an emissions inventory and energy performance within the GBBR region.



Thank You!



Council Resolution to Join the FCM–ICLEI (Local Governments for Sustainability) Partners for Climate Protection Program

WHEREAS it is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy;

WHEREAS the 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts;

WHEREAS local governments are essential to the successful implementation of the Paris Agreement;

WHEREAS Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services;

WHEREAS investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses;

WHEREAS a number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting;

WHEREAS the **Federation of Canadian Municipalities (FCM)** and **ICLEI–Local Governments for Sustainability** have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 300 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS PCP members commit to adopt a community GHG reduction target of 30 per cent below 2005 levels by 2030, in line with the Government of Canada's target, and to adopt a corporate GHG reduction target that is similar or more ambitious, and to consider adopting a deeper community and corporate emissions reduction target of 80 per cent by 2050;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS



WHEREAS PCP members commit to carry out the five-milestone framework within 10 years of joining the program and to report on progress at least once every two years;

WHEREAS PCP members accept they can be suspended from the program — subject to prior notice in writing by the PCP Secretariat — in the event of non-submission of progress reports within the established deadlines;

BE IT RESOLVED that the municipality of _____ endorse the Government of Canada's commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and

BE IT RESOLVED that the municipality of _____ review the guidelines on [PCP member benefits and responsibilities](#) and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of _____ appoint the following:

- a) Corporate staff person (Name) _____
(Contact number) _____
(Email address) _____
- b) Elected official (Name) _____
(Contact number) _____
(Email address) _____

to oversee implementation of the PCP milestones and be the points of contact for the PCP program within the municipality.

_____ Signature

_____ Date



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SCIENTIFIC BACKGROUND

The International Panel on Climate Change (IPCC) says in its 2014 *Fifth Assessment Report* that warming of the Earth's climate system is unequivocal and that "the IPCC is now 95 per cent certain that humans are the main cause of current global warming."

The IPCC concludes this warming is caused primarily by increased atmospheric concentrations of carbon dioxide, methane and nitrous oxide released from burning coal, oil and natural gas and from cutting trees and clearing land for agriculture and development.

The IPCC has a high degree of confidence that the following climate-related impacts are occurring or will occur over the next century in North America:

- More frequent hot and fewer cold temperature extremes, resulting in longer and more frequent heat waves.
- More frequent and intense extreme precipitation events.
- Thawing of permafrost, causing greater emissions of greenhouse gases and leading to disruptions to infrastructure and the traditional ways of life in northern communities.
- Melting of glaciers and polar ice, causing sea level rise in over 70 per cent of coastal communities.
- Increased risk of extinction for a large fraction of terrestrial, freshwater and marine species, undermining food security in many regions.
- In urban areas, increase risks for people, assets, economies and ecosystems including risks from heat stress, storms and extreme precipitation, flooding, landslides, air pollution, drought, water scarcity, sea level rise and storm surges.
- In rural areas, impacts on water availability and supply, food security, infrastructure, and agricultural incomes, including shifts in food production areas.

Under business-as-usual scenarios, the IPCC has high confidence that global surface temperature is likely to exceed two degrees Celsius by the end of the 21st Century.

The IPCC observes that warming resulting from human influences could lead to abrupt or irreversible impacts, depending on the rate and magnitude of climate change, and that the more human activities disrupt the climate, the greater the risks.

Under a stringent emission reduction scenario, the IPCC concludes that surface warming could be kept under two degrees Celsius, which would reduce the risks and impacts of climate change.



REPORT TO COUNCIL

Report No.: C-2019-06
Date: April 25, 2019
Council Date: May 1, 2019
From: Lori West, Clerk/Planner &
Debbie Swim, Chief Building Official
Subject: Building By-law and Tariff of Fee Update

Background:

The planning application and building permit fees were last updated in 2015 (Building, By-law 2015-09) and 2016 (Planning 2016-21). The Municipality periodically reviews and updates the costing model information to ensure it reflects actual processing efforts and service delivery costs. The recommended fee changes take into consideration legislative compliance, market competitiveness and by-law compliance. The justification of the proposed fees are included as Attachment 1.

The adoption of the Tariff of Fees does not require a public meeting, however, the process for changing Building Code fees requires a statutory public meeting with at least 21 days' notice being provided to all interested parties. Notice would be provided in the local newspaper, and by posting on the municipal bulletin board and website.

As a result it is recommended that the public meeting be held on June 5, 2019 to hear public submissions with respect to building permit fees, however comments will also be taken related to the proposed tariff of fees by-law.

Recommendation:

That Council direct the Municipal Clerk to schedule a public meeting for June 5, 2019, to bring forward a by-law;

- 1) To amend the by-law respecting construction, demolition, change of use permits, inspections, fees; and
- 2) To amend the by-law to adopt a Tariff of Fee Schedule; and
- 3) To rescind By-laws 2015-09 and 2016-21 to give effect to the recommendations set out in the draft by-laws attached.

Attachments:

Attachment 1: Rationale for Proposed Changes

Attachment 2: Draft By-Law 2019-22 Tariff of Fees

Attachment 3: Draft By-Law 2019-23 Respecting Construction, Demolition, Change of Use Permits, Inspections, Fees.

Attachment 4: Building Fees Update Comparison.

Rationale for proposed changes to Tariff of Fees By-law

Shore Road Allowance, Use of Road Allowance, and Permit fees for Signs were removed from the Tariff of Fees because they are reflected within another Municipal By-law, i.e. Shore Road Allowance and Use of Road Allowance fees are prescribed in the sale and disposition of land by-law, and Application and Permit fees for Signs are prescribed within the Sign By-law.

Security deposits were increased to reflect processing costs for legal/planning etc. i.e. Zoning by-law amendment, deeming by-law, and site plan agreements.

Site plan agreements have been broke out into minor and major classifications. Minor would be applied to low intensity uses such as residential purposes and major for more complex agreements required for commercial and industrial purposes. Site plan agreement amendment fees are also proposed at a slightly lower rate than the initial agreement.

Section 51(26) of the Planning Act authorizes municipalities to enter agreements as a condition of approval of a consent. A line has been added for the purpose of these agreements to cover staff time to process the agreements and to ensure a deposit on expenses is received.

The Planning Act gives the authority to municipalities to require land for parks and recreational purposes at the time of the development. The Municipality is permitted to require the payment of the cash value of the land, referred to as Parkland Dedication, where land dedication on the site is impractical or the Municipality can make better use of the money to acquire parkland or improve the capacity of existing parks elsewhere in the community. The Act places limitations on the amount of land that the municipality can request for different land uses as follows:

- a maximum of two per cent (2%) of the land area developed for commercial or industrial purposes, and

- a maximum of five per cent (5%) of the land area for any other development including residential uses.

Minor updates to the administrative fees in the proposed by-law include rates for the use of the plotter and providing wide format prints and scans, as well as the replacement costs for the municipal parking/waste permits.

The addition of sections including Swim Lesson and Facility Rental rates, as well as Lottery Licence fees. These fees have been previously approved by resolution and are included in the fees by-law for ease of use.

Fire Service Emergency Response has been updated to remove the prescribed fees as the Ministry of Transportation provided the Municipality the current rate for each calendar year.

Rationale for proposed changes to Building By-Law

Section 2.2. Combined the definition of additional inspections with the definition of special inspection to cover all inspections not included in the initial building permit fee that can be subject to fees for inspection.

Former Section 2.3. removed as was unnecessary.

Section 2.5. Referenced back to building code.

2.10. and 2.11. Added new definition to define terms used later in the by-law.

2.17. Revised wording to stay in line with wording in the building code.

2.18. Added definition to address permits left dormant.

Removed definition of farm building as it is defined in the building code.

Definition of plumbing removed as it is defined in the building code.

Definition of septic system removed as it is defined in the building code.

4.7. Added "wall" to include exterior walls.

5.1. Removed reference to guides as individual guide no longer provided.

Former 6.4.1.. Unnecessary sentence covered in the building code.

Former 7. and 8. Removed as this is in the building code.

8.13. To add a clear requirement for details of construction.

11.4. Clarification on which fees can be disputed.

12.1.2. removed the timeline as required timelines are specified in the code.

14.1.2 to 14.1.5. Rewording and relocation of existing sections of the existing by-law.

14.3.. Removed from the by-law as these prescribed inspections are covered by- the Building Code.

16.1. Removed deck construction and combined both former 19.1. and 19.2. to both be one year for consistency.

Former 24. To 25. Deleted to remove any liability for fencing from the municipality. Should be the owner/contractors responsibility to keep the site safe.

18. Occupancy and completion of a Building

Removed requirements that are included in the building code and relocated existing sections.

Removed Enforcement section as it is included in the Building Code

Schedule A- PERMIT FEE SCHEDULE

The majority of the changes in this section proposed are just to simplify the method of permit fee calculations to make it easier for applicants to calculate their permit fees and do not represent increased fees. All proposed permit fee increases and new proposed fee will be identified individually.

- 1.1. Hunt camps have been included with other living spaces as hunt camps we are seeing are constructed to the same standard as cottages.
- 1.2. New fee proposed for unfinished basement. The standard basement that is applied for now is well along the way to be finished. This is mostly due to the new energy efficiency requirement. A lot of permits are issued for buildings with an ICF foundation. These basements are required by the code to be covered and as a result are drywalled. Also to try to achieve equity with applicants who apply for a finished basement at the time of their original application.
- 1.3. Proposed increase in the fee for finishing a basement. This is to create equity with the fees paid by an applicant who is proposing to have a finished basement at the time of their original application. The new fee for an unfinished basement plus the increased fee for finishing a basement will be equal to the fee paid by an individual who applied to have a finished basement in their original application for a dwelling or cottage.
- 1.6. Proposed increase in fees for detached accessory structures to match the existing fees applied to attached accessory structures.
- 2.9. Minor increase in the fee applied to minor interior and exterior renovation to better represent the work involved in processing and inspecting these permits.
- 2.10. Proposed increase for major Renovations to better represent the work involved in processing and inspecting these permits.
- 3.5. Add fee for these types of permits presently not included in fee structure.
- 3.14 Increased costs for conditional permits as they create additional costs for the Municipality for preparation of agreements.

Schedule B ADMINISTRATION AND OTHER FEES

1. b) removed "and permit issued"
Removed refund for 3rd and 4th inspection.
3. Changed revision to plans fee from \$10 to \$50 as revisions to plans usually involves new plans exam. Fees are not usually applied to minor revisions.
4. Increased fee for inspection of old permit. Inspection of an older permit usually requires research into an old code.

6. Added cost for a proposed alternative solution. These applications can be very time consuming. The objective based Ontario Building Code allows for this type of applications and building departments must review the proposed construction alternative for compliance with the objectives listed in the building code. These proposals for alternative solutions are becoming more prevalent as new and innovative products and procedures become more common in construction. Some proposed alternatives can be relatively simple while others are more complex. Evaluating these proposals will involve risk on the part of the municipality. Review of an alternative solution may require that we retain an expert in the field to review the application. This service is not considered part of a regular/typical plans review process. The building code already prescribes methods that can be used to satisfy building code requirements regarding innovative materials and construction methods. Agencies which do this are: Building Materials Evaluation Commission, Canadian Construction Materials Evaluation Commission, and Ministers rulings. These agencies have more technical expertise available to them. This type of application is geared toward a user pay system and the cost of review/evaluation of the application should be paid for by the applicant. These applications may be determined to be non-compliant but the application is required to be retained by the municipality.
9. The building code act has been changed to allow the Municipality to register Orders issued under the building code Act to be registered on title. This section has been added to allow the Municipality to re-coop the costs of this process as it involves legal fees.
10. We are more often being requested to provide copies of owners own drawings and file documents for various reasons. This involves staff time as it often has to be done on the large format printer. This fee allows us to re-coop costs for staff time.

THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
BY-LAW NO. 2019-22

Being a by-law to adopt a Tariff of Fee Schedule and to rescind By-law 2016-21.

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c.P.13, as amended, provides that Council by by-law, may prescribe a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS Section 51(1) of the Planning Act, R.S.O. 1990 states that the council of a municipality may impose as a condition of approval of the subdivision of land the conveyance of land for park or public recreation purposes;

AND WHEREAS Section 51(3) of the Planning Act, R.S.O. 1990, states that a payment of money may be imposed as a condition in lieu of the transfer of land;

AND WHEREAS Section 53(12) of the Planning Act, R.S.O. 1990, states that a council in determining whether a provisional consent is to be given shall have regard to the matters under subsections 51(24), 51(26) and (27) and section 51.1

AND WHEREAS pursuant to Section 390 - 400 of the Municipal Act S.O. 2001 c.25, a Municipality and a local board may pass by-laws imposing fees or charges on any class of persons.

NOW THEREFORE the Council of the Corporation of the Municipality of McDougall hereby enacts as follows:

1. The tariff of fee schedule shall be as listed in Schedule “A” attached to and forming part of this By-law.
2. Any other costs which may be incurred beyond the normal processing costs, shall be the responsibility of the applicant.
3. That the fees prescribed herein, do not include any functions relating to an Ontario Municipal Board hearing.
4. That by-law 2016-21 is hereby repealed and where any by-law or resolution passed prior to this by-law conflicts with this by-law, the terms of this by-law shall prevail.
5. That this by-law shall take force and effect upon final passing thereof.

READ a **FIRST** and **SECOND** time, this day of , 2019.

Mayor

Clerk

READ a **THIRD** time, **PASSED, SIGNED** and **SEALED** this day of , 2019.

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL

SCHEDULE "A" TO BY-LAW 2019-22

TARIFF OF FEE SCHEDULE

1.0 Planning and Development

	Non-refundable Administration Fee	Security Deposit/Deposit on Expenses	Total Fee
Zoning by-law amendment	\$300.00	\$250.00 1000.00	\$550.00 1,300.00
<u>Holding by-law removal</u>	<u>\$150.00</u>	<u>\$500.00</u>	<u>\$650.00</u>
Minor variance	\$250.00 500.00		\$750.00 500.00
Official Plan Amendment			
Minor	\$750.00	\$500.00 1000.00	\$1,250.00 1,750. 00
Major	\$2,000.00	\$1,500.00	\$3,500.00
Deeming By-law	\$300.00	<u>\$1,000.00</u>	<u>\$1,300.00</u>
Shore Road Allowance Application Fee			\$35.00
Application Fee for Use of Road Allowance			\$35.00
Site Plan Agreement	\$250.00	\$1,000.00	\$1,250.00
<u>Minor</u>	<u>300.00</u>	<u>\$1,000.00</u>	<u>\$1,300.00</u>
<u>Major</u> (i.e. Commercial/Industrial)	<u>\$750.00</u>	<u>\$1,000.00</u>	<u>\$1,750.00</u>
<u>Site Plan Agreement Amendment</u>			<u>\$</u>
<u>Minor</u>	<u>\$150.00</u>	<u>\$1,000.00</u>	<u>\$1,300.00</u>
<u>Major</u> (i.e. Commercial/Industrial)	<u>\$350.00</u>	<u>\$1,000.00</u>	<u>\$1,350.00</u>
<u>Agreement Section 51(26)</u>	<u>\$150.00</u>	<u>\$1,000.00</u>	<u>\$1,150.00</u>

All of the above are subject to additional cost recovery

Plan of Subdivision (Parry Sound and Area Planning Board)

Parkland Dedication (Consents)	
Lots on Municipal Roads or Highways	\$2,000.00 per lot
Lots on Inland Lakes	\$3,500.00 per lot
Lots on Georgian Bay	\$7,500.00 per lo
<u>Plan of</u> Subdivisions <u>Residential</u> <u>Commercial</u>	5% of Assessed <u>Appraised</u> Value 2% of <u>Appraised Value</u>

Copy of Official Plan	\$15.40 20.00
Copy of Zoning By-law	\$15.40 20.00

Application & Permit Fee for Field Advertising Sign	\$150.00
Application & Permit Fee for a Fingerboard Sign	\$25.00
Application & Permit Fee for a Commercial Business Sign	\$25.00

2.0 Administration

Print/Scan/Photocopies	\$0.55
Print/Scan/Photocopies (over 8 1/2 x 14)	\$1.05
<u>Print – Wide Format Print, Black and White</u>	<u>\$10.00</u>
<u>Print – Wide Format Print, Colour</u>	<u>\$15.00</u>
<u>Print – Wide Format Scan</u>	<u>\$10.00</u>
Laminating	\$5.15 per page
Fax, Send	\$1.05 per page
Fax, Receive	\$1.05 per page
Tax Certificate	\$51.30
Municipal Records Search of Zoning and Building	\$51.30
Agreement Compliance letter	\$51.30

Research-Information (per hour)	\$51.30
Commission of Documents	NA
Certification of Documents	NA
N.S.F cheques	\$51.30
Duplicate Receipt	NA
Hard Copy of Tax Account	NA
<u>Replacement Municipal Waste/Parking Permits</u>	<u>\$25.00</u>

2.03.0 Transportation

Driveway Entrance Permit	\$77.00
911 Sign	\$15.40
911 Post	\$10.25
Municipal Parking By-law Infractions (Depending on type of Parking Infraction)	\$27.00 to \$55.00

4.0 Swim Lessons

<u>Day Program</u>	<u>\$48.00/child</u>
<u>Evening Program</u>	<u>\$36.00/child</u>
<u>Private Lessons</u>	<u>\$172.50/child</u>
<u>Bronze Star</u>	<u>\$100.00/child</u>
<u>Bronze Medallion</u>	<u>\$105.00/child</u>
<u>Bronze Cross</u>	<u>\$130.00/child</u>

5.0 Facility Rentals

<u>McDougall Recreation Centre – Fees subject to HST</u>	
<u>Meeting or rental less than 3 hrs</u>	<u>\$27.50</u>
<u>Event more than 3 hrs</u>	<u>\$66.00</u>
<u>Weekend Special Event Package Rate</u>	<u>\$550.00</u>
<u>Special Event Rate</u>	<u>\$350.00</u>
<u>Kitchen Facilities</u>	<u>\$11.00</u>
<u>Fitness/Recreation program participant fee</u>	<u>\$16.50</u>
<u>Fitness/Recreation program no participant fee</u>	<u>N/C</u>
<u>Waubamik Community Hall –Fees subject to HST</u>	
<u>Meeting or training 3 hrs or less</u>	<u>\$38.00</u>
<u>Event</u>	<u>\$77.00</u>
<u>Funeral Luncheon</u>	<u>N/C</u>
<u>Damage Deposit</u>	<u>\$75.00</u>

6.0 Lottery Licenses

<u>Bingo Lottery</u>	<u>2% of gross prize</u>
<u>Raffle Lottery</u>	<u>2% of gross prize</u>
<u>“Break Open” Tickets</u>	<u>2% of gross prize</u>

Fire Service Emergency Response

Vehicle fire or danger of fire dependent on circumstances and discretion of the Fire Chief	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of vehicle fire or motor vehicle collision.
For Roadway Rescue, Motor Vehicle collision/accident	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of vehicle fire or motor vehicle collision.
Any other incident (or situation) posing a threat to persons and or property including Rescue operations dependent on circumstances and discretion of the Fire Chief.	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of any incident posing a threat of fire.
Hazardous materials, environmental spills or cleanup.	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in the cleanup or control of hazardous materials or environmental spills.
False Alarms; 1 st and 2 nd false alarms in any 12 month period however caused	No Charge
False Alarms; 3 rd and subsequent false alarms in any 12 month period however caused, at the discretion of the Fire Chief	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in responding to a false alarm.
For Other Agency response and support, dependent on circumstances and discretion of the Fire Chief.	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident. Total replacement cost for every or any damaged unit of equipment or material used in incident.
Indemnification Technology: (Municipal Act, 2001, Section 391 (1))	<u>For each apparatus as follows:</u> Current MTO Rate (\$450.00 per hour) plus personnel plus any additional costs per incident.

THE CORPORATION OF THE MUNICIPALITY OF McDOUGALL
BY-LAW NO. 2019-23

Being a By-law respecting construction,
demolition, change of use permits, inspections,
fees, and to rescind by-law 2015-09 .

WHEREAS pursuant to Section 7. of the *Building Code Act, 1992*, S.O. 1992, c. 23 as amended, empowers council to pass certain by-laws respecting construction, demolition and changes of use, conditional permits, inspections, fees and enforcement related matters of the *Building Code Act*.

WHEREAS the Council of each municipality is responsible for the enforcement of this *Act* in the municipality;

AND WHEREAS Sections 8, 9 & 10 of the *Municipal Act* S.O. 2001, c. 25 gives broad authority to the Municipality to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to Municipal issues.

NOW THEREFORE BE IT ENACTED as a by-law of the Council of the Corporation of the Municipality of McDougall, as follows:

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1. **Short Title**

1.1. This By-law may be cited as the “Building By-law”.

2. **Definitions in the By-law**

2.1. In addition to those definitions found in the Ontario Building Code Act, the following definitions shall apply for the purposes of the by-law:

2.1.1. “Act” means the Building Code Act, 1992, S.O. 1992, c. 23 as amended.

2.2. Additional/ Special Inspection means an inspection that is requested or required and carried out (at the discretion of the Chief Building Official) in connection with an existing permit where work was not substantially complete or deficient. This includes inspections requested on permits more than twelve (12) months old that were issued under a previous or present version of the building code and with or without records of an inspection being performed or requested for at least 1 year. This also includes an inspection required to be completed due to the Township-

municipal approved building plans being absent from the site for reference during an inspection, as required by the Building Code. Also may be an inspection that is not in connection with a permit.

2.2.2.3. “As constructed plans” means construction plans and specifications that show the building and the location of the building on the property as the building has been constructed.

~~**2.3.** “Basic Construction” means a single construction project which is subject to the Building Code and having an estimated value of less than that specified in Schedule A of this by-law.~~

2.4. “B.M.E.C.” means the Building Materials Evaluation Commission.

2.5. “Building” means, the same as defined in Section 1.(1) of the Building Code Act

~~**2.6.** a structure occupying an area greater than ten square metres (> 10 m²) consisting of a wall, roof and floor or any of them or a structural system serving the function thereof including all plumbing, works, fixtures and service systems appurtenant thereto,~~

~~**2.7.** a structure occupying an area of ten square metres or less (≤ 10 m²) that contains plumbing, including the plumbing appurtenant thereto,~~

~~**2.8.** plumbing not located in a structure,~~

~~**2.9.** a sewage system, or~~

~~**2.10.** structures designated in the Building Code (Div. A, 1.3.).~~

~~**2.11.2.6.**~~ “Building area” means the greatest horizontal area of a building above grade within the outside surface of the exterior walls occupied by the building (or within the outside surface of the exterior walls and the centre line of firewalls), but does not include roof overhang, ~~bow windows,~~ chimneys and other similar projections equal to or less than one metre (≤ 1000 mm, or 3’-3”) measured from the building exterior walls or roof bearing members.

~~**2.12.2.7.**~~ “Building Code” means the Ontario Building Code Compendium, being the regulations made under section 34 of the Act.

~~**2.13.2.8.**~~ “C.B.O.” means Chief Building Official where it appears in this by-law.

~~**2.14.2.9.**~~ “Chief Building Official” means the Chief Building Official appointed by ~~b~~By-law by the Corporation of the Municipality of McDougall for the purposes of enforcement of the Act.

~~**2.10.** Completion Permit means a permit that is obtained to complete construction a project that has had a portion of the project completed without benefit of a permit. The permit fee for this class of permit includes the cost of any enforcement required to obtain compliance.~~

~~**2.11.** Construction Revision means revised drawings required as a result of an inspection revealing construction that has not been carried out in accordance with the permit plans~~

~~**2.15.2.12.**~~ “Construct” means to do anything in the erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere and “construction” has a corresponding meaning.

~~**2.16.2.13.**~~ “Contractor” means a person or organization that will provide labour, material, supervision, equipment or any combination of them directly to the Proponent in order to perform the Works, but may include a sub- contractor if appropriate in the context, and also includes the Proponent and the land owner if they undertake to do the work of a contractor.

~~**2.17.2.14.**~~ “Corporation” means the Corporation of the Municipality of McDougall.

~~**2.18.2.15.**~~ “Council” means the Council of the Corporation of the Municipality of McDougall.

~~**2.19.2.16.**~~ “Demolish” means to do anything in the removal of a building or any

material part thereof and “demolition” has a corresponding meaning.

~~2.20-2.17.~~ “Designer” means a person who produces or provides some or all of the ~~documents~~ documents, information or opinions which are submitted in support of a building permit application or performs review of the construction project, and is restricted to design and/or review in the matters only for which they are qualified (unless exempt as prescribed in the Building Code).

~~2.21-2.18.~~ “Dormant Building Permit Review” means review by the Chief building official or their designate of a dormant building file. Dormant Building Permit means a building permit that has been issued for more than 18 months and has not had any inspection requested or carried out in the past 12 months.

~~2.22.~~ “Farm building” ~~means all or part of a building,~~

~~2.23.~~ ~~that does not contain any area used for residential occupancy,~~

~~2.24.~~ ~~that is associated with and located on land devoted to the practice of farming, and~~

~~2.25.~~ ~~that is used essentially for the housing of equipment or livestock or the production, storage or processing of agricultural and horticultural produce or feeds.~~

~~2.26-2.19.~~ “Inactive permits” are permits for which there are no records of an inspection being done or requested for at least one (1) year and may be closed after one (1) year, provided no orders against project and no further construction shall occur until a new permit is applied for, appropriate fees paid, required documentation is submitted and a new permit is issued.

~~2.27-2.20.~~ “Inspector” means an inspector appointed under section 3, 3.1, 4, 6.1 or 6.2 of the Act.

~~2.28-2.21.~~ “Minister” means the Minister of Municipal Affairs and Housing.

~~2.29-2.22.~~ “Municipality” means the Municipality of McDougall.

~~2.23.~~ “Permit” means written permission or written authorization from the Chief Building Official to perform work regulated by this by-law and the Act.

~~2.30-2.24.~~ “Person” means an individual, association, firm, partnership, corporation, trust, organization, trustee, or agent, and includes the heirs, executors, assigns, successors or legal representative of the Person.

~~2.31.~~ “Plumbing” ~~means a drainage system, a venting system and a water system or parts thereof.~~

~~2.32-2.25.~~ “Principal authority” means the Council of the Municipality of McDougall.

~~2.33-2.26.~~ “Proponent” means the person who will ultimately pay for the Works, but does not include a perspective tenant who will pay only rent, and does not include a landlord who will not ultimately pay for any portion of the Works and remains at arm’s length from the building permit process.

~~2.34.~~ “Sewage System” ~~means,~~

~~2.35.~~ ~~a chemical toilet, an incinerating toilet, a recirculating toilet, a self-contained portable toilet and all forms of privy, including a portable privy, and earth privy, a pail privy, a privy vault and a composting toilet system,~~

~~2.36.~~ ~~a greywater system,~~

~~2.37.~~ ~~a cesspool,~~

~~2.38.~~ ~~a leaching bed system, or~~

~~2.39.~~ ~~a system that requires or uses a holding tank for the retention of hauled sewage at the site where it is produced before its collection by a hauled sewage system.~~

~~2.40.~~ “Special inspection” ~~means an inspection that is requested and carried out at the discretion of the Chief Building Official. This includes inspections requested on permits that are more than twelve (12) months old that were issued under a previous or present version of the Building Code and with or without records of an inspection being performed or requested for at~~

~~least one (1) year. Also may be one that is not in connection with a permit.~~

2.41-2.27. “Works” means any construction, demolition or activity which is regulated by the Building Code, and is subject to application for a permit or has been permitted as required under the Act.

3. Classes of Permits

- 3.1. Whereas clause 7.(1)(a) of the *Act* authorizes Council to prescribe classes of permits, the Council hereby prescribes the classes of permits, defined in Schedule A to this by-law. The classes of permits with respect to the construction, demolition and change of use of buildings and permit fees shall be set out in Schedule A of this by-law.
- 3.2. Other types of inspections, reports and record searches are as set out in Schedule A of this by-law, or Schedule A of the Tariff of Fee By-law.
- 3.3. The Council hereby delegates authority to the Chief Building Official to create and use additional classes of permits if the necessity for such additional classes becomes apparent.
- 3.4. The Council hereby authorizes the Chief Building Official to issue a single permit which authorizes work in one or more classes, at the sole discretion of the C.B.O.
- 3.5. Where signs are sufficiently described in an application for a permit and compliance can be confirmed with the *Act*, the Building Code and the Sign By-law, any class of permit issued is deemed to include the signs.

4. Specific building permit requirements/exemptions

- 4.1. The following is to limit the requirement to obtain a building permit on some very specific repair work and replacement of materials for single family residential applications and their accessory uses only. All other requirements under the Building Code and the *Act* are to be met at all times.
- 4.2. Re-shingle of roof(s) of residential and their accessory building(s);
 - 4.2.1. It is a requirement to obtain a building permit to re-shingle a roof for a single family dwelling or accessory building when a change is made from one surface material type to another (e.g. asphalt type to metal and vice versa), when any structural changes or additions are made to the roof structure in all cases, and/or when replacing sub-sheathing (roof decking) over 6 m² (64 ft²) in area.
- 4.3. Re-siding of existing residential and their accessory building(s);
 - 4.3.1. It is a requirement to obtain a building permit to re-side (reface exterior walls) for a single family dwelling or accessory building when a change is made from one material type to another (e.g. vinyl to pre-finished wood and vice versa), when any structural changes or additions are made to the wall structure, when replacing exterior sheathing over 6 m² (64 ft²) in area, and/or when insulation and vapour barrier is added or replaced over 6 m² (64 ft²) in area.
- 4.4. Replacement of window(s) and/or door(s) of residential and their accessory building(s);
 - 4.4.1. It is a requirement to obtain a building permit to replace window unit(s) and door unit(s) in a single family dwelling or accessory building when the unit(s) increase in size from the ones being replaced, when any structural changes (including vertical height) occur, when additional windows and location changes occur, and/or when any insulation and vapour barrier replacement over 6 m² (64 ft²) in area is encountered.

Interior load-bearing wall(s), ceiling and floor framing of residential and their accessory building(s);

- 4.5. A building permit is required when any structural changes are to occur to interior load-bearing partition walls, ceiling framing, subfloor replacement,

structural floor elements, structural roof **or wall** components and/or when insulation and vapour barrier replacement is over 6 m² (64 ft²) in area.

4.6. Exterior Deck system(s) of residential and their accessory building(s);

4.6.1. It is a requirement to obtain a building permit to repair exterior decks for a single family dwelling or accessory building when replacing or repairing any structural components (including foundations), when replacing or repairing any guard (railing) system (minor repairs to existing guards are exempt), when constructing addition(s) to the deck area, when modification or addition of deck stairs occur (minor repairs to existing deck stairs are exempt). Note that when replacing guards with a pre-manufactured guard & railing system, proper documentation (engineer- stamped plans & details) to verify its compliance with requirements of the Building Code is required.

4.6.2. If only the deck surface (decking) is being replaced with the same or greater thickness of material than the original and is of equal or greater strength, a permit is not required.

4.7. Perimeter building foundation and weepers of residential and their accessory building(s);

4.7.1. It is a requirement to obtain a building permit to repair an exterior perimeter foundation and/or perimeter weepers for a single family dwelling or accessory building when any structural work (including structural repair) on the foundation system is being done including underpinning, replacement, increase in back fill height, change in the type of dampproofing, installation of new weeper system when there was none previously and insulating systems. A permit is not required for minor repairs to the foundation wall (e.g. small crack repairs).

4.8. Kitchen and bathroom cabinetry of a residential building and their accessory building(s);

4.8.1. It is a requirement to obtain a building permit when changing kitchen and bathroom cabinetry that will cause any structural work to the foundation, floor, wall, ceiling and/or roof system, when plumbing modifications beyond actual reconnect or minor modifications within the cabinet interior or room interior within 1.83 m (6'-0") of the actual fixture occur (provided no change to the configuration of the drainage and venting system is made) and/or when insulation and vapour barrier replacement is over 6 m² (64 ft²) in area.

Note that accessory buildings are not permitted to have kitchens, but may have bathrooms.

4.9. Fireplaces, woodstoves & chimneys of residential and their accessory building(s);

4.9.1. It is a requirement to obtain a building permit when installing new or replacing a fireplace or woodstove unit and/or appurtenant chimney when any structural components will be affected, when building envelope assemblies will be affected, when floor protection is required and when the fireplace and/or chimney is of masonry (or like) construction.

4.9.2. WETT inspection reports are required to be submitted for woodstove and/or chimney installations by a certified installer.

4.9.3. Minor fireplace, woodstove or chimney repairs (including the supports for any of them) do not require a permit.

5. Requirements for Building Permits

5.1. Requirements for building permits for all buildings are outlined in the latest issue of the Building Code. ~~The general information guides provided may be of assistance only.~~

6. Requirements for Applications

6.1. The Application

- 6.1.1.** Whereas clause 7.(1)(b) of the *Act* authorizes Council to prescribe that permit applications be accompanied by plans, specifications, documents or other information, and clause 7.(1)(f) of the *Act* authorizes Council to prescribe application forms, and paragraph 34.(1).28. of the *Act* authorizes application forms to be prescribed by the Minister, and whereas the Minister may not at the date of passing this by-law have prescribed forms, the Chief Building Official is hereby authorized to create and distribute suitable forms, and once created and distributed, the forms are hereby prescribed.
- 6.1.2.** Where the C.B.O. or Minister has created forms and distributed them or otherwise made them available, an application for a permit under this by-law shall be made on either the form created by the C.B.O. or the Provincial standard form, whichever takes precedence. If the Provincial standard form is not suitable for class of permit requested, the C.B.O.'s form shall take precedence.
- 6.1.3.** If neither form prescribed in sub-section 6.1.1. takes precedence, either may be used at the discretion of the applicant.
- 6.1.4.** To obtain a permit, the owner or an agent authorized by the owner shall file an application in writing by completing a prescribed form available at the Municipality of McDougall service counter, or from our website www.mcdougall.ca, accompanied by the applicable plans, schedules, ~~support~~support documentation and with the applicable fees.

6.2. Permit to Construct

Where application is made for a permit to construct under subsection 8.(1) of the *Act*, the application shall:

- 6.2.1.** Identify and describe in detail the work and the occupancy to be covered by the permit for which the application is made.
- 6.2.2.** Describe the land on which the work is to be done, by a description that will readily identify and locate the building lot and would give the legal description of the land.
- 6.2.3.** Include a minimum of two (2) sets of complete plans and specifications in accordance with section 7. of this by-law for the work to be covered by the permit and show the occupancy/use of all parts of the building.
- 6.2.4.** State the valuation of the proposed work to be covered including materials and labour and be accompanied by the required fee.
- 6.2.5.** State the names, addresses and telephone numbers of the owner and of the architect(s) or engineer(s), other designer(s) or contractor(s) where applicable.
- 6.2.6.** Be accompanied by a written acknowledgment of the owner that he/she has retained an architect or professional engineer to carry out a field review of the construction where required by the Building Code.
- 6.2.7.** Include approvals for any applicable federal and provincial statutes & regulations, municipal by-laws, B.M.E.C. authorizations for new & innovative products and any other applicable law.
- 6.2.8.** Be signed and dated by the owner or his/her authorized agent who shall certify the truth of the contents of the application.

6.3. Permit to Demolish

Where application is made for a permit to demolish under subsection 8.(1) of the *Act*, the application shall:

- 6.3.1.** Contain the information required by all clauses under 6.2. (where applicable).
- 6.3.2.** At the discretion of the Chief Building Official, include satisfactory proof that arrangements have been made with proper authorities

and/or contractors for the cutting-off and plugging of all water, sewer, electric, telephone and other utilities and services as applicable.

- 6.3.3. Include documentation which identifies each class of waste which will be generated by the demolition and specifies the means by which each class will be disposed.
- 6.3.4. Include any other drawings and information as required by the Chief Building Official.
- 6.3.5. The Chief Building Official may waive the requirement for any of the above documents or approvals where found not applicable to the class of permit sought.

6.4. Conditional Permit

Where application is made for a conditional permit under subsection 8.(3) of the *Act*, the application shall:

- 6.4.1. Contain the information required by all clauses under 6.2. (where applicable) covering the portion of the work for which immediate approval is desired.
- 6.4.2. Demonstrate that compliance with by-laws passed under sections 34 and 38 of the *Planning Act* and with such other applicable law as may be set out in the Building Code has been achieved in respect of the proposed building or construction.
- 6.4.3. State the reasons in writing why the applicant believes that unreasonable delays in construction would occur if a conditional permit is not granted.
- 6.4.4. Provide in writing that the applicant is committed to entering into an agreement as described in clause 8.(3)(c) of the *Act*, including submission of a monetary security as described in sub-clause 8.(3)(c)(v).
- 6.4.5. Limit the request for conditional permit to that portion of the building which has been fully proven through full and complete design, compliance with the Building Code and applicable laws to meet the requirements and provide adequate interim design for the rest of the building to fully demonstrate how they relate to each other. The balance of the final design shall fully maintain integration with the conditionally-approved portion of the building and within the requirements of the Building Code.
- 6.4.6. State the necessary approvals which must be obtained in respect of the proposed building and the time in which such approvals will be obtained.
- 6.4.7. State the time in which completed plans and specifications of the entire building with all components will be filed with the Chief Building Official by the applicant.
- 6.4.8. Contain any other information, plans and specifications concerning the complete project as required by the Chief Building Official.

~~6.4.1. The Chief Building Official shall review the information submitted, including the estimated timelines for the full set of final plans to be submitted, to ensure that they are reasonable and meet the requirements of the Building Code and contain enough information to fully satisfy the potential effects of the forth-coming remainder of the design without causing significant perceived modifications, problems and corrections to the initial conditional portion of the design.~~

~~6.5. Should the information submitted not be adequate to satisfy the requirements of the Building Code and/or be unsatisfactory information affecting the conditional portion of the building in relation to the final design as a whole, the application will be rejected in whole until the required information is complete and meets the requirements and reasonable timelines, or until the completed project design is submitted in its entirety.~~

~~6.6.6.5.~~ From the date of issuance of a Conditional Permit, a maximum time

limitation of ninety (90) days is put in place to submit the balance of the required information and application in its entirety to the building department, after which time the appropriate actions may be taken as outlined in the Building Code.

~~6.6.1.6.5.1.~~ The complete application and prescribed plans and specifications shall be accompanied by the required fee as prescribed in Schedule A of this by-law.

~~6.6.2.6.5.2.~~ The Chief Building Official may waive the requirement for any of the above documents or approvals where found not applicable to the class of permit sought.

~~6.6.3.6.5.3.~~ Where a permit is issued for part of a building or project, this shall not be construed to authorize beyond the plans for which approval was given nor will that approval necessarily be granted for the entire building or project.

~~6.6.4.6.5.4.~~ The Council delegates the Chief Building Official to enter into agreements with the owner and/or applicant for a conditional permit within the guidelines of the Building Code provided all of the necessary requirements of all applicable laws including municipal by-laws have been met.

~~7. In considering whether a conditional permit should be granted, the Chief Building Official shall, among other matters, have regard to the potential difficulty in restoring the site to its original state and use if required approvals are not obtained.~~

~~8. Any agreement entered into under clause 8.(3)(c) of the Act may be registered against the land to which it applies and the Municipality is entitled to enforce its provisions against the owner and, subject to the Registry Act and the Land Titles Act, any and all subsequent owners of the land.~~

9.7. Change of Use Permit

Where application is made for a change of use permit under subsection 10.(1) of the Act, the application shall:

~~9.1.7.1.~~ Describe the building of which the occupancy is to be changed, by a description that will readily identify and locate the building lot and would give the legal description of the land.

~~9.2.7.2.~~ Identify and describe in detail the current and proposed occupancies of the building or part of a building for which the application is made.

~~9.3.7.3.~~ Include plans and specifications which show the current and proposed occupancy of all parts of the building and which contain sufficient information to establish compliance with the requirements of the Building Code including floor plans, details of wall, ceiling and roof assemblies, identifying required fire resistance ratings and load bearing capabilities.

~~9.4.7.4.~~ Be accompanied by the required fee as prescribed in Schedule A of this by-law.

~~9.5.7.5.~~ State the name, address and telephone number of the owner and spouse his or her authorized agent, and of the architect(s) or engineer(s), other designer(s) or contractor(s) where applicable.

~~9.6.7.6.~~ Be signed and dated by the owner or his or her authorized agent who shall certify the truth of the contents of the application.

10.8. Plans and Specifications

~~10.1.8.1.~~ Each application for a permit shall, unless otherwise specified by the C.B.O., be accompanied by two (2) complete sets of the plans, specifications and other documents from which the Contractor will build or undertake to perform the Works.

~~Note that hardcopies required to be printed at the Municipal Office to complete the application may be subject to fees set out in Schedule~~

~~A of the Tariff of Fee By-law.~~

~~10.2.8.2.~~ Specifications, whether a separate document or written on a plan, shall clearly prescribe materials to be used and the manner of which they are to be installed. Specifications shall not be generic or give options to the Contractor. The C.B.O. will consider submissions from the Proponent, the Designer or the Contractor which give specificity to a generic specification for approval of a change to the plans under subsection 8.(12) of the *Act*.

~~10.3.8.3.~~ Subsection 15.11(5) of the *Act* requires designers to be qualified, and may engage in the following activities:

- a) Prepare a design or give other information or opinion concerning whether a building or part of a building complies with the Building Code, if the design, information or opinion is to be submitted to a Chief Building Official with,
 - i) an application for a permit,
 - ii) a request for the authorization referred to in subsection 8.(12) or (13), or
 - iii) a report described in paragraph b).
- b) If a general review of the construction of a building or part of a building is required by the building code, prepare a written report based on the general review.

~~10.4.8.4.~~ Sufficient information shall be submitted with each application for a permit to enable the Chief Building Official to determine whether or not the proposed construction, demolition or change of use will conform to the *Act*, the Building Code and any other applicable law.

~~10.5.8.5.~~ Notice of any material change to a plan, specification, document or other information on the basis of which a permit was issued shall be submitted in writing to the Chief Building Official for review prior to causing the change to be made. The change is not to be made without the C.B.O.'s written authorization.

~~10.6.8.6.~~ Plans shall be drawn and submitted on paper, and shall be accurately scaled and dimensioned in a durable, clear and legible manner, and shall include, but not limited to, working drawings as set out in subsection 7.7. of this by-law, unless otherwise specified by the Chief Building Official.

~~10.7.8.7.~~ In addition to the application form as specified in Section 6., two (2) copies of each of the following documents shall be provided:

~~10.8.8.8.~~ A site plan, as described in Section 98. of this by-law.

~~10.9.8.9.~~ Scale drawing(s) of the floor plan(s) showing the size and the use of all rooms and floor areas and the overall dimensions of the building, locations of structural elements (including but not limited to lintels, point loads & supports, beams, pre-engineered products, etc.), interior wall locations, plumbing fixture locations and types, smoke alarm and carbon monoxide detection locations, attic and/or crawlspace access hatches, stair locations with direction of travel and any other pertinent information in regards to the energy efficiency requirements of the building.

~~10.10.8.10.~~ Scale drawing(s) of the foundation system(s) and floor system(s) showing size and spacing of footings, piers, posts/columns, locations and sizes of supporting beams and joists, point load supports, pre-engineered products, floor drains and/or sump pit locations, interior wall locations, plumbing fixture locations and types, smoke alarm and carbon monoxide detection locations, crawlspace access hatches, stair locations with direction of travel and any other pertinent information in regards to the energy efficiency requirements of the building.

~~10.11.8.11.~~ Scale drawing(s) of the roof system(s) showing size and spacing of roof framing members, over-framing, roof slope(s), roof lines indicating change in slope direction, chimney location(s), roof overhang(s) and any other projection as described in definition 2.1.6. of this by-law, outline of building below, structure to support point load framing (including ridge

beams, girder trusses, etc.).

- 8.12.** Scale drawing(s) of (a) cross-section(s) of the proposed building from the foundation level to the roof peak and shall fully describe the details of the building, including applicable structure, wall, roof and floor assemblies, assembly thicknesses, footing depth(s), storey heights, overall building height (as defined in the comprehensive zoning by-law), headroom height in stairwells, roof slope(s), chimney height(s), connection details and room uses and as described in 8.9 7.7.2. above.
- 10.12.8.13.** Scale drawing(s) of (a) wall section(s) showing in detail the construction of the wall identifying in detail the location of all materials used in the construction.
- 10.13.8.14.** Scale drawings exterior elevations (minimum of 2 sides if building is symmetrical) of the proposed building from proposed grade to roof peak and include the building height (as defined in the comprehensive zoning by-law), roof slope(s), chimney height(s), outline of foundation, height of foundation above grade, stairs, rails and guards for decks and other exits, notes and/or hatching depicting exterior finishes and any exterior structural elements.
- 10.14.8.15.** Drawing(s) and/or written specifications in respect to all materials and their uses for the proposed building, which are governed by the regulations under the *Act*, to fully explain how they are integrated within the design.
- 10.15.8.16.** Scale drawing(s) and/or written specifications of structural, mechanical, electrical and fire detection & alarm systems for the proposed building when required by the C.B.O.
- 10.16.8.17.** Heating, ventilation and air conditioning drawing(s) of the layout, types and sizing of all components (including type of heating system, ventilation system and fuel source), heat gain/loss calculations and an Energy Efficiency Design Summary as part of the application as described in section 6. of this by-law.
- 10.17.8.18.** Stamped and signed engineered plans, sketches, or details as required by the Building Code and where pre-engineered products are used.
- 10.18.8.19.** Manufacturer's layout for pre-engineered roof trusses and floor joists (may be preliminary with final layout and specifications being submitted to the C.B.O. prior to installation).
- 10.19.8.20.** Any documentation required to support objectives-based proposals as described in Section 10 9. of this by-law.
- 10.20.8.21.** Written permission or a valid Onsite Sewage System Permit issued by North Bay-Mattawa Conservation Authority or the Ministry of the Environment in respect to the waste disposal system which will adequately service the proposed building(s).
- 10.21.8.22.** Written approval or a valid Work Permit from the Ministry of Natural Resources and/or Department of Fisheries and Oceans where the proposed building is on or above the Crown lake bed were required.
- 10.22.8.23.** Written approval or a valid Building and Land Use Permit from the Ministry of Transportation where the proposed building is within the controlled area of 45 m (148 ft.) of the highway property limit or within 180 m (591 ft.) of the centre-point of an intersection, or as defined in the Building and Land Use Policy issued by the Ministry of Transportation.
- 10.23.8.24.** Written approval or an Entrance Permit when a driveway is required to access the proposed building, either from the Ministry of Transportation where the proposed building is accessed from a provincial highway or from the Municipality where the proposed building is accessed from a municipally-maintained road (either seasonally or year-round).
- 10.24.8.25.** Written approval or an appropriate permit from any government agency which is required for the class of permit sought.
- 10.25.8.26.** Written documentation and specifications/recommendations supporting other authorized agreements such as requirements for noise

and/or vibration studies dependent on proximity to railway property, easements for view as may be outlined in subdivision agreements, easements for hydro lines or other applicable by-laws or applicable laws.

10.26-8.27. All applications for building permits shall be made in the prescribed form provided by the Municipality, the Building Code and Act and bear the signature of the land owner or his/her agent and be dated and be accompanied by all applicable plans, specifications, and other required documents at the time of submission for a building permit.

10.27-8.28. Despite subsections ~~8.6~~ **7.6.** through ~~8.18~~ **7.7.18.** of this by-law, the Chief Building Official may accept a submission at his/her discretion which is in a digital (computer-readable) format.

Refer to subsection 7.1. of this by-law in regards to hardcopy prints.

11.9. Site Plan

11.1-9.1. Where a new building is proposed, an existing building is to be enlarged (in height or area) or moved, the exterior walls or overhangs of an existing building will be altered, or existing site work will be extended, altered or repaired, a site plan shall be submitted with the permit application. It shall be referenced to an up-to-date survey prepared by an Ontario Land Surveyor and two (2) copies of the survey shall be provided to the C.B.O. At the discretion of the C.B.O., a legible hand-drawn plan (drawn to scale) in lieu of a surveyors plan may be submitted, but still requires the same types of information.

11.2-9.2. A site plan shall be drawn and submitted on paper, and shall be accurately scaled and dimensioned to demonstrate compliance with the current comprehensive zoning by-law and/or applicable law, bearing the signature and date of the person that prepared the plan.

11.3-9.3. Site plans shall indicate the following:

- a) The legal description, civic address, lot size, property lines with dimensions of each as well as bearing in relation to North.
- b) Size, area and use of all buildings currently and proposed on the subject property.
- c) Setbacks measured horizontally and at right angles from property lines to any existing and/or proposed buildings from respective property line designations as defined in the comprehensive zoning by-law.
- d) Existing and finished ground levels or grades when significant to the proposed project.
- e) Existing rights-of-way, easements and municipal services.
- f) The location of any existing or proposed sewage system (weeper bed location, tank location) and setbacks from these to other existing or proposed buildings, property lines, easements and water sources (well, pond, lake).
- g) The location and voltage of overhead hydro-electric transmission lines.

11.4-9.4. Real property verification by an Ontario Land Surveyor of setbacks conforming to the most current comprehensive zoning by-law may be required prior to excavation, prior to proceeding past the foundation stage and once the building/structures' exterior is completed, if required by the Chief Building Official.

Note: The Chief Building Official may specify that not all of the above- mentioned plans specified in Sections 7. ~~and 8.~~ & 8. are required to accompany an application for permit.

12.10. Alternative Solutions for the Objective-Based Building Code

12.1-10.1. Where an application for a permit or for authorization to make a material change to a plan, specification, document or other information on the basis of which permit was issued contains alternative solutions for materials, systems or building designs for which authorization of the Building Code Div. B, 1.2.1. is required, ~~either of~~ the following information

shall be provided:

~~42.2.10.2.~~ A description of the proposed material, system or building design complying with the applicable acceptable solutions in Division B, as requested.

~~10.3.~~ Provide documentation of alternative solutions that will achieve the level of performance required by the applicable acceptable solutions in respect of the objectives and functional statements attributed to the applicable acceptable solutions in Supplementary Standard SA-1 found in Vol. 2 of the Building Code.

~~10.4.~~ Any other provision on the Building Code

~~42.3.10.5.~~ For the purposes of ~~10.3.9.1.2.~~, the level of performance in respect of a functional statement refers to the performance of the functional statement as it relates to the objective with which it is associated in Supplementary Standard SA-1.

43.11. Permit Fees

~~43.4.11.1.~~ The fees payable for the various classes of permits shall be those set out in Schedule A of this by-law and are due upon submission of an application for a permit.

~~43.2.11.2.~~ Where the fees payable in respect of an application for a construction or demolition permit issued under subsection 8.(1) of the Act or a conditional permit under subsection 8.(3) of the Act are based on the cost of valuation of the proposed work, the cost of valuation of the proposed work shall mean the total value of all work included in the permit, including the cost of all material, labour, overhead and professional and related services, provided that where application is made for a conditional permit, fees shall be paid for the complete project.

~~43.3.11.3.~~ Permit applications for other classes of permits which are not listed in Schedule A shall have a value affixed by the Chief Building Official for the purposes of establishing the permit fee and statistical reporting and shall be based on the rate structure calculations shown in Schedule A.

~~43.4.11.4.~~ When the permit fee ~~is is determined by the chief Building Official~~ and is disputed, the applicant shall pay the required fee under protest and within six (6) months of completion of the project submit an audited statement of the actual costs and where it is shown to be less than the value imposed by the Chief Building Official and a refund for the difference shall be issued.

~~43.5.11.5.~~ In the case of withdrawal of an application or the abandonment of all or a portion of the work or the non-commencement of any project, the Chief Building Official shall determine the amount of paid permit fees that may be refunded to the applicant, if any, in accordance with Schedule B of this by-law. Application for refund must be made within six (6) months of the date of permit application in order to be eligible for a refund of any fee. The amount of the refund may be nil.

~~43.6.11.6.~~ Every request for a fee refund shall be in writing, and shall unequivocally withdraw an application, state that a project will not commence, or state that the work is abandoned and will not resume. Upon receipt of such request, the Chief Building Official will cancel all applicable permits.

~~43.7.11.7.~~ Refer to Schedule B of this by-law for refunds schedule.

44.12. Review Process

44.1.12.1. Premature Application

~~44.1.1.12.1.1.~~ Whereas Div. C, 1.3.1.3. of the Building Code specifies time periods for processing a complete application, if during review of an application it is found to be incomplete or found to contravene applicable law, the Chief Building Official will advise the applicant and give the reasons in writing for the determination ~~within two (2) working days after the application submission date.~~

~~14.1.2.~~**12.1.2.** If an application has been found to be incomplete or contravenes applicable law, review of the application will be suspended and is no longer subject to the time periods set out in the Building Code.

~~14.1.3.~~**12.1.3.** Where ~~12.1.1.~~**12.1.1.** above has been applied, review of an application will be resumed when all of the required documentation has been provided which corrects the deficiency identified within the context above, and the re-submission fee has been paid. The re-submission fee is specified in Schedule B of this by-law.

~~14.1.4.~~**12.1.4.** The Chief Building Official may, at his/her discretion, waive the re-submission fee for a Registered Designer, a Qualified Designer or the owner (if he/she is the Designer) provided the Designer submits the required corrected document(s) promptly.

14.2.12.2. Revisions to Plans

~~14.2.1.~~**12.2.1.** Where drawings, specifications or other documentation is submitted as a request for change on a permit already issued (~~as described in 7.5. of this by-law~~), a review of the change must be performed by the C.B.O. and written authorization given prior to the change taking place at the project site.

~~14.2.2.~~**12.2.2.** The processing of the supplementary/altered information is subject to a revision fee which is specified in Schedule B of this by-law.

~~14.2.3.~~**12.2.3.** The Chief Building Official may, at his/her discretion, waive the revision fee depending on the extent or complexity of the proposed changes.

14.3.12.3. Transfer of Permits

~~14.3.1.~~**12.3.1.** When land changes ownership after a building permit has been issued, a building permit may be transferred to the new owner for a fee in accordance with Schedule A.

~~14.3.2.~~**12.3.2.** When a building permit is transferred, the new owner assumes all responsibility and may be required to provide additional information and, if necessary, proof of engagement of a design professional.

~~14.3.3.~~**12.3.3.** Changes made to plans submitted for the original building permit may require payment of an additional fee, as per ~~12.2.~~**12.2.** above.

Additional fees will reflect the differences (if any) in fee increases plus the transfer fee in Schedule A and new owners must assume all responsibility for the ownership of the property including outstanding permits and/or orders against it.

14.4.12.4. Revocation of Permits

~~14.4.1.~~**12.4.1.** Subject to provisions outlined in subsection 8.(10) of the Act, the Chief Building Official has the authority and may revoke a permit issued under the Act:

- a) If it was issued on mistaken, false or incorrect information,
- b) If, after six months after its issuance, the construction or demolition in respect of which it was issued has not, in the opinion of the Chief Building Official, been seriously commenced,
- c) If the construction or demolition of the building is, in the opinion of the Chief Building Official, substantially suspended or discontinued for a period of more than one year,
- d) If it was issued in error,
- e) If the holder of the permit requests in writing that it be revoked,

or

- f) If a term of the agreement under clause 8.(3)(c) of the *Act* has not been complied with.

15.13. Time Limitations and Administration Fees

15.1.13.1. Description

As permitted in the *Ontario Municipal Act* Part 12, sentence 391.(3), the following is a description of costs related to administration.

15.2.13.2. Permit Administration Fee

In addition to the fee Schedule A for calculating the estimated value of a building project for purposes of calculating permit fees and statistical reporting of estimated economic values, the following administration fee shall be added:

- a) \$150 for any permit fee value under \$500,
- b) \$200 for any permit fee of \$500 or more but less than \$1500,
- c) \$300 for any permit fee of \$1500 or more but less than \$3000,
- d) \$500 for any permit fee of \$3000 or more but less than \$6000,
- e) \$1000 for any permit fee of \$6000 or more.

This administration fee may be refundable under the following conditions:

- i) if the final inspection is requested by the owner or their authorized representative as described in Section 18.17. of this by-law, and
- ii) the final inspection is passed in accordance with the Building Code.

The percentage of the administration fee refund is based on the following;

- i) 100%, if the final inspection is completed within a three (3) year period of date of permit issuance,
- ii) 75%, if the final inspection is completed after more than a three (3) year period up to four (4) years from date of permit issuance,
- iii) 50%, if the final inspection is completed after more than a four (4) year period up to five (5) years from date of permit issuance,
- iv) 0%, if the final inspection is completed after more than a five (5) year period from date of permit issuance.

15.3.13.3. Old Permit Administration Fee

An open building permit more than three (3) years old from date of permit issuance may be deemed “old” and therefore an additional administration fee may be applied for each succeeding year it remains open for any outstanding inspections that are requested. The old permit administration fee is specified in Schedule B of this by-law.

15.4.13.4. Construction/Demolition without a Permit Administration Fee

15.4.1.13.4.1. At the discretion of the Chief Building Official, an administration fee for constructing or demolishing, or causing the construction or demolition of a building, prior to obtaining a building permit may be applied. In addition, charges of constructing/demolishing without a valid building permit may be filed with the Ontario Court of Justice.

15.4.2. All pertinent requirements of the latest issue of the Building Code shall be met including obtaining a valid building permit(s) and all required inspections:

This may include the uncovering of any or all aspects of the project and a detailed engineering evaluation of all or part of the project by a qualified professional engineer, complete working drawings submitted and specifications for all aspects of the project.

15.4.3.13.4.2. Despite the allowance given above to obtain a permit after all requirements are met as described, the Chief Building

Official may, at his/her sole discretion, instead order the removal of the work.

15.5.13.5. Premature Inspection Fee (additional inspection)

15.5.1.13.5.1. At the discretion of the Chief Building Official, an additional fee shall be paid when additional inspections are required due to inspections being called for prematurely before the work is actually ready for an inspection. This is to be paid at the municipal office prior to the actual additional inspection taking place. The premature inspection fee is specified in Schedule B of this by-law.

15.6.13.6. Additional Inspection Fee

13.6.1. Additional inspections deemed necessary by the Chief Building Official (applicable to existing buildings or defective/deficient new buildings/or would apply to portions of projects deemed requiring extensive re- inspections due to major faults or over-sights found in the project/construction) shall be subject to a fee, as specified in Schedule B of this by-law.

16.14. Inspections

16.1.14.1. Notice for Inspections

As per the *Building Code Act* 10.2(1), Notice ~~of for~~ Readiness for Inspection, the prescribed person (owner or an authorized agent) shall notify the Chief Building Official that the construction is ready to be inspected.

16.1.1.14.1.1. Notice shall not be effective unless given in one of the following ways:

- a) Phone message given to the Municipality of McDougall Building Department at (705) 342-5252
- b) Fax message given to the Municipality of McDougall Building Department at (705) 342-5573.
- c) E-mail to the C.B.O. (or other municipal contact address)
- d) In person at the Municipality of McDougall Building Department counter or the office of the Chief Building Official.

16.1.2.

14.1.2. ~~Although clause 7.(1)(e) of the Act allows for a by-law to prescribe the time within which a notice shall be given of readiness to inspect by the owner (or an authorized agent) to the Chief Building Official, In regards to both prescribed notices specified in the Building Code and additional notices required the owner or authorized agent shall notify-be-given-to the Chief Building Official at least two (2) business days prior to inspection of each stage of construction for which notice in advance is required under the Building Code.~~

14.1.3. ~~Subsequent to receiving a notice of readiness to inspect pursuant to subsection 10.2(1) of the Act, the Chief Building Official shall cause an inspection to be made to which the notice relates.~~

14.1.4. ~~The Chief Building Official will make every reasonable effort to schedule an inspection at the convenience of a permit holder, but the C.B.O. has the right to cause an inspection to be made at any time during the two full business days following the day upon which a notice is received.~~

14.1.5. ~~Notice must include the permit number, name of person requesting the inspection, type of inspection requested, civic address of property and name of owner. A contact number must be provided if you wish to receive confirmation of receipt of your request or for a contact number for the inspector.~~

16.2.

~~16.3.14.2.~~ **Prescribed Notices for Inspections**

~~16.3.1.14.2.1.~~ **The person to whom a building permit under section 8. of the Act is issued shall notify the Chief Building Official for all of required inspections listed in the Ontario Building Code.:**

- ~~16.4. readiness to construct footings,~~
- ~~16.5. substantial completion of footings and foundations prior to commencement of backfilling,~~
- ~~16.6. substantial completion of structural framing and ductwork and piping for heating and air-conditioning systems, if the building is within the scope of Part 9 of Div. B of the Building Code,~~
- ~~16.7. substantial completion of structural framing and roughing-in of heating, ventilation, air-conditioning and air-contaminant extraction equipment, if the building is not a building to which clause (c) applies,~~
- ~~16.8. substantial completion of insulation and vapour barriers,~~
- ~~16.9. substantial completion of air barrier systems,~~
- ~~16.10. substantial completion of all required fire separations and closures and all fire protection systems including standpipe, sprinkler, fire alarm and emergency lighting systems,~~
- ~~16.11. substantial completion of fire access routes,~~
- ~~16.12. readiness for inspection and testing of,~~
- ~~16.13. building sewers and building drains,~~
- ~~16.14. water service pipes,~~
- ~~16.15. fire service mains,~~
- ~~16.16. drainage systems and venting systems,~~
- ~~16.17. the water distribution system, and~~
- ~~16.18. plumbing fixtures and plumbing appliances,~~
- ~~16.19. readiness for inspection of suction and gravity outlets, covers and suction piping serving outlets of an outdoor pool described in clause 1.3.1.1.(1)(j) of Div. A of the Building Code, a public pool or a public spa,~~
- ~~16.20. substantial completion of the circulation/recirculation system of an outdoor pool described in clause 1.3.1.1.(1)(j) of Div. A of the Building~~
- ~~16.21. Notification of readiness to construct the sewage system and readiness to inspect the substantial completion of the installation of the sewage system before the commencement of backfilling shall be directed to the conservation authority having jurisdiction (North Bay Mattawa Conservation Authority).~~
- ~~16.22. Notification of readiness to construct the electrical system shall be directed to the electrical authority having jurisdiction (Electrical Safety Authority).~~

~~16.23.~~

~~16.24.14.3.~~ **Additional Notices**

~~16.24.1.14.3.1.~~ As permitted under *Building Code Act* clause 7.(1)(e), additional notices for inspections may be required at the following stages of construction:

- a) commencement of construction of the building,
- b) substantial completion of structural framing for each storey, if the building is a type of building that is within the scope of Div. B of the Building Code, other than Part 9,
- c) commencement of construction of,

- i) masonry fireplaces and masonry chimneys,
- ii) factory-built fireplaces and allied chimneys, or
- iii) stoves, ranges, space heaters and add-on furnaces using solid fuels and allied chimneys,
- d) substantial completion of interior finishes,
- e) substantial completion of heating, ventilating, air-conditioning and air-contaminant extraction equipment,
- f) substantial completion of exterior cladding,
- g) substantial completion of site grading,
- h) substantial completion of the pool deck and dressing rooms for a public pool or public spa and readiness for inspection of the emergency stop system for a public pool or public spa,
- i) completion and availability of drawings of the building as-constructed, and
- j) completion of a building for which an occupancy permit is required under article 1.3.3.4. or 1.3.3.5. of Div. C of the Building Code.

~~16.24.2.~~ **14.3.2.** At the discretion of the Chief Building Official, any or all of the above- noted additional inspections may be required to be imposed on a building, and those shall be stated upon issuance of the permit.

16.25.14.4. Plans on Site

~~16.25.1.~~ **14.4.1.** One copy of the building plans reviewed and approved for construction/demolition by the Building Department shall be kept on site at all times until final completion of the building.

~~16.25.2.~~ **14.4.2.** One copy of any other authorizations from the B.M.E.C or rulings from the Minister used in the permit application shall be kept on site at all times until final completion of the building.

17.15. As Constructed Plans

Whereas clause 7.(1)(g) of the *Act* authorizes requirements being made with respect as to As Constructed plans and as indicated in Sentence 1.3.6.1(1) of Div. C of the Building Code, the Council hereby enacts that the Chief Building Official may, at his/her sole discretion, require any person responsible for construction of a building or any class of buildings to provide plans for the entire building, or any part or system of it, showing the as constructed state within sixty (60) days of the construction having been completed, and prior to the closing and archiving of the permit.

18.16. Exterior finishing / Significant progress

18.1.16.1. Exterior finishing

Exterior finishing of all new buildings, structures, renovations and additions to existing buildings shall be completed on the exterior with materials meeting the standards outlined in the Building Code and shall include installation of all window and door units, proper back-filling and grading, ~~deck completions~~ etc. to the requirements of the Building Code within One (1) year period from completion of exterior framing, after which it may be deemed as an infraction of the Property Standards By- law, being a by-law prescribing standards for the maintenance and occupancy of property in the Municipality of McDougall.

~~18.2. Where exterior finishing (as noted above) is in respect to a building within a newly developed subdivision, exterior finishing shall be completed within a one (1) year period from completion of exterior framing, after which it may be deemed as an infraction of the Property Standards By law.~~

19.17. Significant progress

In regards to all buildings, significant progress shall be shown on a project within one (1) year from date of issuance of the permit and in the following two (2) years, or the permit may be revoked at the discretion of the Chief Building Official. Should there be any changes at any time to the *Building Code Act* which would create a conflict with the time periods stated, the *Act* shall supersede this By-law (as per 35.(1) of the *Act*).

~~20. —~~

~~21. Temporary Construction Fencing~~

~~22. —~~

~~23. The person to whom a building permit is issued to in respect to any class of permit shall, upon request of the Chief Building Official, erect or cause to be erected and maintained a fence enclosing the construction site to safeguard the public.~~

~~24. The temporary fencing shall be at least 1220 mm (4 ft) tall and constructed to prevent entry or injury to any persons.~~

~~25.18. Occupancy of a Building and Completion of a Building~~

~~25.1.18.1.~~ In addition to the regulations of Subsection 11.(1) of the *Act* which provide that no person shall occupy or use, or permit to be occupied or used, any building newly erected or renovated until notice of the date of this completion is given to the Chief Building Official (as per Div. C, 1.3.3.1.(1) of the *Building Code*), the following requirements must also be fulfilled:

- a) An inspection request is made and approved pursuant to such notice as outlined in Subsection ~~14.143.2.~~ of this by-law.
- b) The occupancy inspection took place as requested and was deemed to be complete.
- c) There has been prior compliance with any order made by the Chief Building Official pursuant to the provisions of this by-law or Order of the *Building Code Act* or regulations.

~~18.2. Final interior and exterior inspections are to be requested once all substantial interior and exterior work related to the project is done including interior wall and ceiling facings, plumbing, heating/ventilating (HVAC), all exterior facings are in place, exterior grading (immediately adjacent to the building) extending to surface drainage, all safety requirements (both interior and exterior), all structural, all sewage system and electrical requirements have been met and any other mandatory requirements under the Building Code have been completed.~~

~~18.3. Final inspections are required prior to closing a building permit. They may be in conjunction with or subsequent to a required occupancy permit.~~

~~25.2. Final interior and exterior inspections are to be requested once all substantial interior and exterior work related to the project is done including interior wall and ceiling facings, plumbing, heating/ventilating (HVAC), all exterior facings are in place, exterior grading (immediately adjacent to the building) extending to surface drainage, all safety requirements (both interior and exterior), all structural, all sewage system and electrical requirements have been met and any other mandatory requirements under the Building Code have been completed.~~

~~25.3. Should there be any changes at any time to the *Building Code Act* which would create a conflict with the requirements stated, the *Act* shall supersede this By-law (as per 35.(1) of the *Act*).~~

~~18.4. It is the responsibility of the owner of the property to request a final inspection (once all other inspections have been completed and passed) on all projects at the time of substantial completion.~~

~~18.5. Should there be any changes at any time to the building Code Act which creates a conflict with the requirements stated; the *Act* shall supersede~~

this by-law.

26.19. General Provisions & Severability

26.1.19.1. If any provision, or part of a provision, of this by-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

26.2.19.2. In the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.

27.20. Transition and Commencement

By-law No. ~~2019-23~~ ~~2015-09~~ comes into force and takes effect upon the passing of this by-law, and by-law ~~2015-09-2011-43~~ is hereby rescinded.

READ a FIRST and SECOND time this _____ day of _____, 2019.

Mayor

Clerk

READ a THIRD time, PASSED, SIGNED and SEALED this ___ day of

_____, 2019.

Mayor

Clerk



Schedule A of By-law 2019-23

Permit Fee Schedule

Listed below are designations for calculating building values for the purpose of building permit fees and for various government agencies for statistical purposes.

These calculations are not for municipal property assessment (tax) purposes.

The various classes of permits listed below are used for each portion of the building that meets the criteria. For example a portion of a dwelling that is living space is calculated as such and a portion of a building that is garage is calculated accordingly, as are open decks, covered decks, etc.

The various classes of permits listed below also apply to additions to existing buildings. Calculations will be generated based on the proposed use(s) and area(s) of the addition(s). Existing uses will not be taken into consideration unless required by the Building Code.

Certain buildings/structures classified as Designated Structures shall have the estimated construction value provided by the applicant and the municipal levy applied to determine the actual permit fee. The permit fee shall be at the discretion of the C.B.O.

Calculation of Estimated Construction Value (ECV) for Class of Building

<u>Sample Fee calculations:</u>	
1500 sf home with <u>crawl space and attached</u> 600 sf garage: section Total ECV = \$267,000 x \$11.⁰⁰/\$1000 of ECV = \$ 2,937 permit fee (municipal levy) Plus Admin. fee (Building By-law, ss. 1 <u>32</u> .2.). <u>300</u> <u>Total fee payable upon application</u>	1500 x \$1.88/ <u>160</u> /sf = 600 x \$0.72/ <u>\$45</u> /sf= <u>Total permit fee =</u> <u>+ \$ 500</u> <u>= \$ 3,752</u>
<u>1500 sf home with unfinished basement and attached 600 sf garage</u> <u>Finished Floor Area</u> <u>Unfinished basement</u> <u>Garage</u> <u>Total permit fee</u> <u>Plus Admin. Fee (Building By-law, ss. 13.2)</u> <u>Total fee payable upon application</u>	<u>1500 x \$1.88/sf = \$2,820</u> <u>1500 x \$0.72/sf = \$1,080</u> <u>600 x 0.72/sf = \$ 432</u> <u>\$4332</u> <u>+ \$500</u> <u>\$4,832</u>
(NOTE: Flat rate items listed below are set rates for particular categories + Administration fee (Building by-law, ss. 1 <u>32</u> .2.).	

<u>1. 1. Residential Uses (Single Family including Accessory Dwelling)</u>	<u>\$ / sf</u>
<u>1.1. Residential Living space/area</u> Finished living space in year-round and seasonal dwellings (each storey based on the sum of all finished floor areas measured to the outside of the outside walls but does not include unfinished basements.) Detached guest cabin/sleeping cabin (bunkie) Living space in a above accessory building <u>Hunt camps</u>	<u>\$1.88</u> 160
<u>1.2. Unfinished Basement</u> <u>Unfinished basement floor area (measured to the outside of the outside walls)</u>	<u>\$0.72</u>
<u>1.2.1.3. Finishing Interior of Basement</u> Creating finished living space in a basement of a year-round or seasonal dwelling in an existing unfinished area	<u>\$0.96</u> 35 (0.41)
<u>1.3.1.4. 3Attached Accessory Spaces/Buildings</u> Garages, Enclosed (screened-in) porches, Solariums, 3-season (Muskoka) rooms, Covered decks, etc.	<u>\$0.72</u> 60 (0.705)
<u>1.4.1.5. 1.4.Exterior Open Decks</u> Decks and balconies (attached or detached) with no roof cover	<u>\$0.42</u> 35 (0.41)
<u>1.5.1.6. Detached Accessory Buildings</u> Garages (1 storey and 1½ storey w/ unfinished storage loft) Storage buildings, Boathouse, Carports, Wood sheds, Open and screened-in porches, gazebos (not fully enclosed, no windows), Saunas, etc.	<u>\$0.72 45</u>
<u>1.6.1.7. 7Foundation replacement</u> (both pier and perimeter types) New foundations under any type of existing buildings	<u>\$0.48</u> 40
<u>1.7.1.8. Minimum Fee</u> The minimum fee for all classes of buildings in section 1. shall be:	<u>\$150</u>
<u>2. All Other Uses</u>	<u>\$ / sf</u>
<u>2.1. Assembly, Service and Retail Use</u> Buildings containing major occupancies classified as A, D or E, with or without being constructed together with another major occupancy in a building (each storey), >10% of floor area of a storey	<u>\$1.92</u> 160
<u>2.2. Residential Use (Single or Multiple)</u> Buildings containing a major occupancy classified as C, with or without being constructed together with another major occupancy in a building (each storey), >10% of floor area of a storey	<u>\$2.10</u> 175

2.3. <u>Care and Treatment Use</u> Buildings containing a major occupancy classified as B, with or without being constructed together with another major occupancy in a building (each storey), >10% of floor area of a storey	\$2.40 200
2.4. <u>High-Hazard Industrial Use</u> Buildings containing a major occupancy classified as F1, with or without being constructed together with another major occupancy in a building (each storey), any or all floor area of a storey	\$2.10 175
2.5. <u>Low- and Medium-Hazard Industrial Use</u> Buildings containing major occupancies classified as F2 or F3, with or without being constructed together with another major occupancy in a building (each storey), any or all floor area of a storey if F2, >10% of floor area of a storey if F3 a) Frame shell with minimal or no interior finishing or insulating b) Interior finished	\$0.90 75 \$1.20 100
2.6. <u>Accessory Buildings serving All Other Uses</u> Sheds, garages, etc. being accessory to main use	\$0.72 50
2.7. <u>Farm buildings</u> Barns, sheds, etc. on operational farms	\$0.25 20
2.8. <u>Minimum Fee</u> The minimum fee for all classes of buildings in section 2. shall be:	\$200
2.9. <u>Minor Interior and Exterior renovations</u> <u>Minor in nature – based on up to 30% of each existing floor area affected by the alteration or repair (with minor structural changes)</u>	\$200
2.10. <u>Major Interior and Exterior renovations, alterations, repairs</u> <u>Major renovations – based on more than 30% but less than 60% of each existing floor area affected by the alteration or repair (with minor structural changes), no rebuilds Value of construction to be determined by Chief Building Official</u>	\$12 per \$1000 of const. value
3. <u>Flat-Rate Projects</u>	Rate
3.1. <u>Demolition Permit</u> All types and sizes of buildings/structures over 10 m ² (±108 ft ²)	\$80
3.2. <u>Designated Structures</u> Any of the projects identified in Div. A, 1.3.1.1. of the Building Code	See Sched. Notes
3.3. <u>Plumbing Permit</u> Modifications, alterations, additions, extensions to existing interior and/or not contained within a building/structure.	\$150
3.4. <u>Chimney. Fireplace. Woodstove Permit</u> New stove and/or chimney, major repairs to existing	\$150
3.5. <u>Installation of solar panels</u>	\$250
3.5.3.6. <u>Docks</u>	

Any type, any size	\$150
<u>3.6.3.7. Foundation Repairs</u> Limited to repairs of existing and small structural changes. No replacements or enlargements.	\$150
<u>3.7.3.8. Other</u> Minor alterations found in Section 4. of the by-law (re-roofing, re-siding, replace windows/doors, foundation protection & drainage) Private Swimming Pools Moving an existing accessory building from one location to another on the same property/lot/parcel	\$150.
<u>3.8.3.9. Signs</u> Any sign as described in Div. A, 1.3.1.1. and Div. B, 3.15. of the Building Code (may be subject to obtaining a sign permit through the Municipality under the Sign By-law)	\$150
<u>3.9.3.10. Temporary Structure</u> When permitted and under the conditions allowed (e.g. Tents as per Building Code)	\$100
<u>3.10.3.11. Conditional permits</u> Flat rate as noted in addition to the full cost of the permit fee as calculated using the above sections in this Schedule. Security deposit as per agreement between applicant and C.B.O.	\$300 200
<u>3.11.3.12. Transfer of Permit</u> From preceding owner to the succeeding owner	\$100
<u>3.12.3.13. Change of Use Permit</u> As per the Building Code, with no construction occurring	\$150

Passed the ____ day of _____, 2019

Mayor

Clerk



Schedule B of By-law 2019-23

Administration & Other Fees

Schedule B pertains to Building By-law items (both calculated and flat rate) pertaining to a particular building permit + Administration fees (see Building By-law, section 12.).

1. Refund of Permit Fees (as per section 1~~10.5~~):

<u>Status of Permit / Inspection process</u>	<u>% of Fee for Refund</u>
a) Complete Application and 75% maximum plans filed, but not reviewed.	
b) Application filed, 50 % maximum plans reviewed, and permit issued.	
c) 1 Inspection performed _____	40%
2 Inspections performed _____	33 0%
3 Inspections performed _____	20%
4 Inspections performed _____	0%

2. Resubmission fee (as per section 1~~2.1.31.1.~~) \$100

3. Revisions to plans (as per section 1~~24.2.2.~~) \$~~50~~ 40 per page (full-size sheet)

4. Old Permit ~~Administration Fee inspections~~ (as per section 1~~32.3.~~) \$~~150~~ 80 per inspection

5. Building without a Permit (as per section 1~~32.4.~~)

- a) Any permit with ECV < \$5000 \$100
- b) Any permit with $\$5000 \leq \text{ECV} < \$50,000$ \$250
- c) Any permit with $\text{ECV} \geq \$50,000$ \$400

Note: Admin. fee applied cannot be greater than amount of permit fee.

6. Alternative solution

When there is a request for an alternative solution
when applying for a permit or change to a permit the complexity
may require an outside person with specialized knowledge
to perform a peer review \$500 plus cost of peer
review

~~6.7.~~ _____ Premature inspection fee (as per section 1~~32.5.~~) \$1~~500~~ per inspection

8. Additional/Special inspection fee (as per section 1~~32.6.~~) \$1~~500~~ per inspection

9. Registration of Orders issued under the Building code act.

<u>Registration on property title of Orders issued under the</u>	
<u>Building Code Act</u>	<u>\$150 plus the cost of</u>
	<u>Registration and Removal</u>

10. File /Drawings

Request for copies of their own drawings and file documents \$50 plus the cost to
copy.

7.11. Notes:

1. No refund shall result in the retention by the Municipality of McDougall of an amount of \$150 or less.
2. No refund will be given when application or written request for refund is not made within six (6) months of issuance of permit.
3. No refund of the “cost” portion of any permit will be made.

Passed the ____ day of _____, 2019

Mayor

Clerk



Schedule C of By-law 2019-23

Code Of Conduct For Building Officials

The Code of Conduct applies to the Chief Building Official and inspectors appointed under the *Building Code Act* in the exercise of a power or the performance of a duty under the *Building Code Act* or the Building Code.

The purpose of this Code of Conduct is to promote appropriate standards of behavior and enforcement actions to ensure building officials apply standards of honesty and integrity, and to prevent practices constituting an abuse of power including unethical or illegal practices.

Building Officials undertake to:

1. Always act in the public interest, particularly with regard to the safety of building works and structures.
2. Not to act where there may be or where there may reasonably appear to be a conflict between their duties to their employer, their profession, their peers and the public at large and their personal interests.
3. Apply all relevant building by-laws, codes and standards appropriately and without favour.
4. Perform their inspections and plan examination duties impartially and in accordance with the highest professional standards.
5. At all times abide by the highest moral and ethical standards and avoid any conduct which could bring or tend to bring Building Officials to disrepute.
6. Comply with the provisions of the *Building Code Act*, the Building Code and other Acts or Laws which regulate or govern Building Officials or their functions.
7. Not to act beyond their personal level of competence or outside their area of expertise.
8. Maintain their knowledge and understanding of the best current building practices, the building laws and Codes relevant to their inspection and plan examination function.
9. Extend professional courtesy to all.

10. Adhere to the Municipality's Code of Conduct for its employees with relevant employment standards and corporate policies.

Breaches of the Code of Conduct

The Ontario *Building Code Act* provides that the performance of Building Officials will be measured against this Code of Conduct. The Municipal administration will review any allegations brought forward that the Code of Conduct has been breached. Disciplinary action arising from violations of this Code of Conduct is the responsibility of the Municipal employer and will be based on the severity and frequency of the violation in accordance with relevant employment standards and corporate policies.

STRUCTURE	AREA SF	COST / SF to determine CONSRUCTION VALUE	PRESENT ESTIMATED CONSTRUCTION VALUE	RATE LEVIED / \$1000 OF CONSTRUCTION VALVE	PRESENT FEE	COST / SF to determine CONSRUCTION VALUE	PROPOSED ESTIMATED CONSTRUCTION VALUE	RATE LEVIED / \$1000 OF CONSTRUCTION VALVE	PROPOSED FEE
Dwelling (finished floor area)	1000	\$160 (\$1.88/sf)	\$160,000	\$11.75	\$1,880	\$160 (\$1.88/sf)	\$160,000	\$11.75	\$1,880
Unfinished Basement	1000	0	0		0	\$60 (\$0.72/sf)	\$60,000		\$705
TOTAL			160,000		\$1,880		\$220,000		\$2,585
ADMIN FEE					\$300				\$300
TOTAL FEE					\$2,180				\$2,885
Dwelling (finished floor area)	1000	\$160 (\$1.88/sf)	\$160,000	\$11.75	\$1,880	\$160 (\$1.88/sf)	\$160,000	\$11.75	\$1,880
Finished Basement	1000	\$160 (\$1.88/sf)	\$160,000		\$1,880	\$160 (\$1.88/sf)	\$160,000		\$1,880
TOTAL			\$320,000		\$3,760		\$320,000		\$3,760
ADMIN FEE					\$500				\$500
TOTAL FEE					\$4,260				\$4,260
Dwelling (finished floor area)	1000	\$160 (\$1.88/sf)	\$160,000	\$11.75	\$1,880	\$160 (\$1.88/sf)	\$160,000	\$11.75	\$1,880
Unfinished basement	300	\$0	\$0		\$0	\$60 (\$0.72/sf)	\$18,000		\$212
Finished Basement	700	\$160 (\$1.88/sf)	\$112,000		\$1,316	\$160 (\$1.88/sf)	\$112,000		\$1,316
TOTAL			\$272,000		\$3,196		\$290,000		\$3,408
ADMIN FEE					\$500				\$500
TOTAL FEE					\$3,696				\$3,908
Dwelling (finished floor area) 1500 sf main fl., 1000 sf 2nd fl.	2500	\$160 (\$1.88/sf)	\$400,000	11.75	\$4,700	\$160 (\$1.88/sf)	\$400,000	\$11.75	\$4,700
Unfinished Basement	1500	\$0	\$0		\$0	\$60 (\$0.72/sf)	90'000		\$1,762
TOTAL			\$400,000		\$4,700		\$490,000		\$6,462
ADMIN FEE					\$500				\$500
TOTAL FEE					\$5,200				\$6,962
Dwelling (finished floor area) 1500 sf main fl., 1000 sf 2nd fl.	2500	\$160 (\$1.88/sf)	\$400,000	11.75	\$4,700	\$160 (\$1.88/sf)	\$400,000	\$11.75	\$4,700
Finished Basement	1500	\$160 (\$1.88/sf)	\$240,000		\$2,820	\$160 (\$1.88/sf)	\$240,000		\$2,820
TOTAL			\$640,000		\$7,520		\$800,000		\$7,520
ADMIN FEE					\$1,000				\$1,000
TOTAL FEE					\$8,520				\$8,520
Dwelling (finished floor area) 1500 sf main fl., 1000 sf 2nd fl.	2500	\$160 (\$1.88/sf)	\$400,000	11.75	\$4,700	\$160 (\$1.88/sf)	\$400,000	\$11.75	\$4,700
Unfinished basement	500	\$0	\$0		\$0	\$60 (\$0.72/sf)	\$30,000		\$353
Finished Basement	1000	\$160 (\$1.88/sf)	\$160,000		\$1,800	\$160 (\$1.88/sf)	\$160,000		\$1,800
TOTAL			\$560,000		\$6,500		\$590,000		\$6,853
ADMIN FEE					\$1,000				\$1,000
TOTAL FEE					\$7,500				\$7,853

REPORT TO COUNCIL

REPORT # CBO 2019-02

DATE: Apr. 25, 2019

TOTAL # OF PAGES: # 3

TO: COMMITTEE OF COUNCIL May 1, 2019

**FROM: DEBBIE SWIM,
CHIEF BUILDING OFFICIAL**

SUBJECT: Building Permit Activity

PURPOSE: To update Council on Permit Activity to the end of March 2019

Attached is the building permit activity by Permit Type for 2019. The number of building permits issued decreased in 2019 compared to the same time in 2018. The permit fees collected to the end of March 2019 were \$8,162.00 compared to \$23,106.00 in 2018.

The number of permits issued to the end of March 2019 was 6 permits compared to 16 issued to the end of March 2018. The estimated construction value for permits issued to the end March 2019 is \$684,200.00 compared to \$1,959,513.00 in 2018.

The construction activity to the end of March 2019 has substantially decreased from the activity over the last 2 years.

Attachments:

1. Building Permit Summary Report to the end of 2019
2. Building Permit Summary Report to the end of 2018

Building Permit Summary Report

	<i>Permits Issued</i>	<i>PermitFeeTotal</i>	<i>ConstValue</i>
<i>2019 (January to March)</i>			
1.5 Storey Garage	1	\$642.00	\$50,000.00
Cottages	1	\$6,405.00	\$530,000.00
Deck	1	\$150.00	\$12,600.00
Decks & Porches	1	\$263.00	\$22,400.00
Garage	1	\$476.00	\$50,000.00
Single Family Dwelling	1	\$226.00	\$19,200.00
<i>Totals for 2019:</i>	<i>6</i>	<i>\$8,162.00</i>	<i>\$684,200.00</i>
<i>REPORT TOTALS:</i>	<i>6</i>	<i>\$8,162.00</i>	<i>\$684,200.00</i>

Building Permit Summary Report

	<i>Permits Issued</i>	<i>PermitFeeTotal</i>	<i>ConstValue</i>
<i>2018 (January to March)</i>			
Cottages	4	\$8,762.00	\$792,000.00
Docks	2	\$300.00	\$16,703.00
Garage	3	\$1,695.00	\$118,960.00
Non-Vacant	2	\$160.00	\$0.00
Single Family Dwelling	5	\$12,189.00	\$1,031,850.00
<i>Totals for 2018:</i>	<i>16</i>	<i>\$23,106.00</i>	<i>\$1,959,513.00</i>
<i>REPORT TOTALS:</i>	<i>16</i>	<i>\$23,106.00</i>	<i>\$1,959,513.00</i>

RECEIVED APR 11 2019

**MUNICIPALITY OF MCDOUGALL
APPLICATION FOR CHANGE OF ZONING**

GENERAL INSTRUCTIONS: Read carefully before completing application.

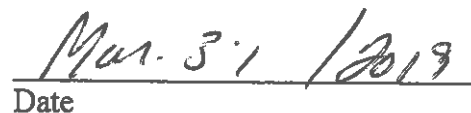
1. Application to be submitted in triplicate.
2. All costs related to the rezoning will be the responsibility of the applicant. A deposit of **\$550.00** will be required, **\$300.00** of which is a non-refundable administration fee.
3. Application to be signed by owner or authorized agent only.
4. The consideration of this application does not make the Township liable for any of the applicant's costs for legal, surveying or any other professional costs.
5. If there are objections to the amending by-law and hearing of the Ontario Municipal Board is to be held, you should arrange to be present in person, or to be represented by your lawyer, at the meeting. All costs related to the hearing are the responsibility of the applicant.

NOTE

Any costs over and above the **\$250.00** deposit relating to this application, including but not limited to engineering studies, legal opinions, planning consultant fees, and Ontario Municipal Board hearing costs, will be the responsibility of the applicant.



Signature of Applicant or Agent



Date

MUNICIPALITY OF MCDOUGALL

APPLICATION TO AMEND

☐ OFFICIAL PLAN☒ ZONING BY-LAW

RECEIVED JUL 11 2019

RECEIVED APR 11 2019

1. Applicant Information			
1.1 Name of Applicant WAYNE GILBERT		Home Telephone No.	Business Telephone No. 705-342-5262
Address 50 GEORGE HUNT MEMORIAL DR. NORBEE		Home Fax Telephone No.	Business Fax Telephone No. 705-342-5650
Postal Code R2A2W9			
1.2 Name of Owner(s) (if different from the applicant). An owner's authorization is required in Section 10, if the applicant is not the owner.			
Name of Owner(s) PARAY SOUND GOLF + COUNTRY CLUB		Home Telephone No.	Business Telephone No. 705-342-5262
Address 50 GEORGE HUNT MEMORIAL DR. NORBEE		Home Fax Telephone No.	Business Fax Telephone No. 705-342-5650
Postal Code R2A2W9			
1.3 Name of the person who is to be contacted about the application, if different than the applicant. (This may be a person or firm acting on behalf of the applicant.)			
Name of Contact Person		Home Telephone No.	Business Telephone No.
		Fax Telephone No.	Fax Telephone No.
Address		Postal Code	
1.4 Name of Mortgagee (if applicable)			
KARWANTHA CREDIT UNION		Business Telephone No. 705-746-9161	Fax Telephone No.
Address 1 CHURCH ST. PARAY SOUND ONT		Postal Code R2A1Y2	
2. Purpose of this Application (check appropriate box and complete applicable sections)			
2.1 Application is hereby made for a(n). <input type="checkbox"/> OFFICIAL PLAN AMENDMENT <input checked="" type="checkbox"/> ZONING BY-LAW AMENDMENT for the lands hereinafter described and shown on the attached sketch(s).			
2.2 What is the existing official plan designation(s), of the subject land?		2.2 What is the existing zoning of the subject land? OS	
2.3 What is the proposed amendment to the official plan?		2.3 What is the proposed zoning of the subject land? RL	
2.4 What are the reasons for the proposed change?		2.4 What are the reasons for the proposed change? TO SELL LOT FOR RESIDENTIAL USE	
3. Location of the Subject Land (Complete applicable boxes in 3.1)			
3.1 Road NORTH SIDE		Address 50 GEORGE HUNT MEMORIAL DRIVE	
Concession Number(s) CON A	Lot Number(s) 7+8	Registered Plan Number 42 A-555	Lot(s)/Block(s) LOT 2
Reference Plan Number	Part Number(s)	Island Number	Parcel
3.2 Are there any easements or restrictive covenants affecting the subject land? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If YES, describe the easement or covenant and its effect.			

4. Description of Subject Land and Servicing Information (Complete each subsection)			
4.1 Description	Frontage (m.) 65.352	Depth (m.) 126.214	Area (ha.) 0.600
4.2 Buildings or Structure VACANT LOT (Attach Separate list if necessary)	Type	Existing Size	Proposed Size
4.3 Access (✓ appropriate space)	Provincial Highway	Existing	Proposed
	Municipal road, maintained all year	✓	
	Other public road		
	Right of way		
	Water Access (if so, describe below)		
	Describe in section 7.2, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.		
4.4 Water Supply (✓ appropriate space)	Publicly owned and operated piped water system	N/A	
	Privately owned and operated individual well	✓	
	Privately owned and operated communal well		
	Lake or other waterbody		
	Other means		
4.5 Sewage Disposal (✓ appropriate space)	Publicly owned and operated sanitary sewage system	N/A	
	Privately owned and operated individual septic tank ¹	✓	
	Privately owned and operated communal septic system		
	Privy		
	Other means		
	(1) A certificate of approval from the Director having jurisdiction under Part VIII of the E.P.A. submitted with this application will facilitate the review.		
4.6 Storm Drainage (✓ appropriate space)	Method of Drainage		
	Surface	✓	
	Ditching		
	Piping		
4.7 Other Services (✓ appropriate space)	Electricity	✓	
	School Busing		
	Garage Collection		
4.8	If access to the subject land is by private road, or if "other public road" or "right-of-way" was indicated in section 4.3, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year.		

5. Land Use		
5.1	What are the existing uses on the subject land? <div style="text-align: center; font-size: 1.5em; margin-top: 10px;">OS</div>	Date Use Established <div style="text-align: center; font-size: 1.5em; margin-top: 10px;">2001</div>
	What are the proposed uses on the subject land? <div style="font-size: 1.5em; margin-top: 10px;">RR - SINGLE FAMILY RES BLDG LOT</div>	Proposed Commencement Date
5.2	Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified Please check the appropriate boxes, if any apply.	
	Use or Feature	On the Subject Land
	Within 500 Metres of Subject Land, unless otherwise specified (indicate approx. distance)	
	An agricultural operation, including livestock facility or stockyard	
	A landfill	
	A sewage treatment plant or waste stabilization plant	
	A Provincially significant wetland (Class 1, 2 or 3 wetland)	
	A provincially significant wetland within 120 metres of subject land	N/A
	Flood plain	
	A rehabilitated mine site	
	A non-operating mine site within 1 kilometre of the subject land	
	An active mine site	
	An industrial or commercial use, and specify the use(s)	✓
	An active railway line	✓
	A municipal or federal airport	
6. Current Applications		
6.1	Is the subject land currently the subject of an application for a minor variance, consent or approval of a plan of subdivision? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown If YES, and if KNOWN, specify the appropriate file number and status of the application	
6.2	Has the land ever been the subject of an Official Plan Amendment or Zoning By-law Amendment. <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown If YES, and if KNOWN, specify the Number for the amendment.	
7. Other Information		
7.1	When was the subject land acquired by the current owner? <div style="text-align: center; font-size: 1.5em; margin-top: 10px;">2001</div>	
7.2	Is there any other information that you think may be useful to the Township or other agencies in reviewing this application? If so, explain below or attach a separate page. <div style="text-align: center; font-size: 1.5em; margin-top: 10px;">N/A</div>	
8. Plans		
8.1	Key Plan Every application shall be accompanied by a key plan, drawn to an appropriate scale, properly dimensioned and showing thereon: <ul style="list-style-type: none"> • the boundaries of the parcel of land that is the subject of the application, the part of the parcel that is the subject of this application, the location of all adjacent properties and/or islands, transportation routes, etc; • the distance between the subject land and the nearest township lot line or landmark, such as a railway crossing or bridge; • all lands within 120 metres (400 feet) of subject lands; • the nearest highway or township road. 	
8.2	Property Sketch Every application shall be accompanied by a sketch (based on a boundary survey plan of the subject land prepared by an Ontario Land Surveyor) drawn to an appropriate scale, properly dimensioned and showing thereon: <ul style="list-style-type: none"> • the boundaries and dimensions of the subject land and the part that is the subject of this application; • the boundaries and dimensions of any land owned by the owner of the subject land and that abuts the subject land, • the location and dimensions of existing and proposed buildings and structures and their distances from lot lines, • the location of all land previously severed from the parcel originally acquired by the current owner of the subject land, • the approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks, landscaped open spaces, planting strips, parking areas, loading areas, driveways and walkways; • the existing use(s) • uses on adjacent lands • the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a publicly travelled road, a private road or a right-of-way • if access to the subject land is by water only, the location of the parking and boat docking facilities uses, • the location and nature of any easement affecting the subject land. 	
Additional Information Additional information, including architectural drawings and elevations, shall be furnished by the applicant at the request of the Township		

9. Affidavit / Sworn Declaration

9.1 The contents of the application and appendices shall be validated by the Applicant (or authorized agent) in the form of the following Affidavit / Sworn Declaration before a Commissioner or other person empowered to take Affidavits

Dated at the Municipality of McDougall this 11th day of April 2019

I, WAYNE GILBERT of the Town of Parry Sound in the County/District/Regional Municipality of Parry Sound solemnly declare that all the statements contained in this application are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the **CANADA EVIDENCE ACT.**

DECLARED BEFORE ME at the Municipality of McDougall in the Parry Sound District of Parry Sound this 11th day of April 2019

[Signature]
A Commissioner of Oaths

[Signature]
Signature of Applicant or Agent

10. Authorizations

10.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorizations set out below must be completed

Authorization of Owner for Agent to Make the Application

I, WAYNE GILBERT, am the owner of the land that is the subject of this application for an Official Plan Amendment and/or Zoning By-law Amendment and I authorize SIO STEINER to make this application on my behalf

Date Mar. 31/2019 Signature of Owner [Signature]
V. PRES. PS6CC

10.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below

Authorization of Owner for Agent to Provide Personal Information

I, WAYNE GILBERT, am the owner of the land that is the subject of this application for an Official Plan Amendment and/or Zoning By-law Amendment and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize SIO STEINER, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application

Date Mar. 31/2019 Signature of Owner [Signature]
V. PRES. PS6CC

11. Consent of the Owner (this section must be completed for the application to be processed)

11.1 Complete the consent of the owner concerning personal information set out below

Consent of the Owner to the Use and Disclosure of Personal Information

I, WAYNE GILBERT, am the owner of the land that is the subject of this application and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application

Questions about this collection of personal information should be directed to the Municipality of McDougall Clerk

Date Mar. 31/2019 Signature of Owner [Signature]
V. PRES. PS6CC

NOTE: ANY COST OVER AND ABOVE THE \$250.00 DEPOSIT RELATING TO THIS APPLICATION, INCLUDING BUT NOT LIMITED TO ENGINEERING STUDIES, LEGAL OPINIONS, PLANNING CONSULTANT FEES, AND ONTARIO MUNICIPAL, BOARD HEARING COSTS, WILL BE THE RESPONSIBILITY OF THE APPLICANT.

[Signature]
SIGNATURE OF APPLICANT OR AGENT

Mar. 31/2019
DATE

MUNICIPALITY OF McDOUGALL

INTERNAL CIRCULATION CHECKLIST

TYPE OF APPLICATION	REZONING
APPLICANT NAME	PS GOLF & COUNTRY CLUB
RETURN TO CLERK BY	

CIRCULATE TO	INDICATE WITH X	COMMENTS YES OR NO	NAME
CHIEF BUILDING OFFICIAL			
MANAGER OF PUBLIC WORKS			
FIRE CHIEF			
MUNICIPAL ENFORCEMENT			
CAO			
PLANNER	x	Yes	Lori West
TREASURER			
OTHER			

COMMENTS OR ATTACH REPORT	
---------------------------	--

Site Plan registered on title. Application to remove from site plan agreement received.

Site Plan agreement is for the driving range and does not include development of the subject lands. Staff have no concerns with the removal of the site plan from title, or rezoning application.

[illegible]



CONSENT AGREEMENT

THIS AGREEMENT made in triplicate this _____ day of _____, 2019.

BETWEEN: NORMAN CHAUVIN
hereinafter called the "Owner" of the First Part

-and-

THE CORPORATION OF THE MUNICIPALITY OF McDOUGALL
hereinafter called the "Municipality" of the Second Part

WHEREAS Section 51(26) of the Planning Act authorizes municipalities to enter agreements as a condition of approval of a consent;

AND WHEREAS the application was approved with a number of conditions including the requirement that the applicant enter into an agreement to fulfil the conditions;

NOWHEREFORE, THIS AGREEMENT WITNESS THAT, in the consideration of other good and valuable consideration and the sum of One Dollar (\$1.00) of lawful money of Canada now paid by the Municipality to the Owners, the receipt whereof is hereby acknowledged, the Owners and the Municipality, covenant, declare and agree as follows:

PART A – GENERAL

1. The lands to be bound by the terms and conditions of this Agreement referred to as "the subject lands" are located in the Municipality and more particularly described in Schedule 'A' hereto.
2. The survey plan describing the severed lands is Reference Plan No. 42R-21113.
3. This Agreement shall be registered on title to the subject lands as provided for by Section 51(26) of the Planning Act, R.S.O. 1990, as amended, at the expense of the Owners.
4. This agreement will not be amended or removed from the title of the subject lands except where agreed upon by the Municipality and the Owner.

PART B – PURPOSE OF THE DEVELOPMENT

5. The Owners have applied for and received approval by the Parry Sound Area Planning Board (File No. B07/2018(McD)) for a consent for one new lot fronting McDougall Road.

6. Consent Application No. B07/2018(McD) was approved subject to the requirement that the environmental controls recommended in the Memorandum of Fri Corp Ecological Services be included in an agreement registered on title.

PART C – ENVIRONMENTAL CONDITIONS

7. A 30 metre buffer consisting of the preservation of natural vegetation along the boundary of the provincially significant wetland known as McAmmond Provincially Significant Wetland be maintained.
8. No clearing of vegetation shall take place during the period of April 15 to August 15 to protect migratory birds.
9. Any access roads will be located on suitable grades to minimize the amount of vegetation that will require removal.
10. Prior to any construction, a sediment fence (OPSD 219.110) should be placed along the eastern edge of the proposed road corridor.
11. The details of the environmental recommendations are set out in a Memorandum prepared by Fri Corp Ecological Services dated May 5, 2018, a copy of which is available on file at the McDougall municipal office.

PART D – EXPENSES TO BE PAID BY THE OWNER

12. Every provision of this Agreement by which the Owner is obligated in any way shall be deemed to include the words “at the expense of the Owner” unless the context otherwise requires.
13. The Owner shall pay such reasonable fees as may be invoiced to the Township by its Solicitor, its Planner, and its Township Engineer in connection with all work to be performed as a result of the provisions of this Agreement.

PART E – INDEMNIFICATION FROM LIABILITY AND RELEASE

14. The Owner covenants and agrees with the Municipality, on behalf of itself, its successors and assigns, to indemnify and save harmless the Municipality, its servants and agents from and against any and all actions, suits, claims and demands whatsoever which may arise either directly or indirectly by reason of the negligent or unlawful performance of or failure to perform any work by the Owner or on his behalf in connection with the carrying out of the provisions of this Agreement provided that such default, failure or neglect was not caused as a result of negligence or breach of this Agreement on the part of the Municipality its servants or agents.
15. The Owner further covenants and agrees to release and forever discharge the Municipality from and against all claims, demands, causes of actions, of every nature and type whatsoever that may arise either as a result of the failure of the Municipality to carry out any of its obligations under this Agreement, or, as a result of the Municipality performing any municipal work on the said lands or the adjacent properties which may damage or interfere with the works of the Owner,

provided that such default, failure or neglect was not caused as a result of negligence or breach of this Agreement on the part of the Municipality, its servants or agents.

PART F – ADMINISTRATION

16. The Owners acknowledges that this agreement is entered into under the provisions of Section 51(26) of the Planning Act, R.S.O. 1990, as amended and that any expense of the Municipality arising out of the administration and enforcement of this agreement may be recovered as taxes under Section 326 of the Municipal Act, 1990 as amended and further that the terms and conditions of this agreement may be enforced under conditional building permits under the Building Code Act and regulations thereunder.
17. The Owners and the Municipality acknowledge that the provisions of Section 67 of the Planning Act, R.S.O. 1990, as amended that provides that persons who contravene Section 51 and 52 of the Planning Act are liable on a first conviction to a fine of not more than twenty-five thousand dollars and on a subsequent conviction of not more than ten thousand dollars for each day or part thereof upon which the contravention has continued after the day in which the person was first convicted.
18. This Agreement shall enure to the benefit of and be binding upon the respective successors and assigns of each of the parties hereto.
19. This agreement shall come into effect on the date of execution by the Municipality and the Owners.

IN WITNESSETH WHEREOF the Municipality has caused their Corporate seal to be affixed over the signature of the respecting signing officers.

THE CORPORATION OF THE
MUNICIPALITY OF McDOUGALL

Date: _____

Mayor – Dale Robinson

Clerk - Lori West

Witness -

Norman Chauvin

THIS IS SCHEDULE 'A' TO A CONSENT AGREEMENT BETWEEN NORMAN CHAUVIN
AND THE CORPORATION OF THE MUNICIPALITY OF McDOUGALL

Part of PIN 52120-0127 being Part 1 of Reference Plan No. 42R-21113, Part of Lot 7,
Concession 6, geographic Township of McDougall, now in the Municipality of McDougall

[illegible]

REPORT TO COMMITTEE OF COUNCIL

REPORT # FC-2019-02

DATE: April 24, 2019

REFERENCE: STAFF REPORT

TOTAL # PAGES: 1

AUTHOR: BRIAN LEDUC, FIRE CHIEF

SUBJECT: 911 Committee Report

On Thursday, April 18, 2019; The 911 Committee met. The agenda and minutes are attached to this report. Main topics were:

- 2018 Audited Financial statements (attached)
- 2019 Budget (attached)
- 911 CERB contract with OPP North Bay Dispatch Centre
- 911 safety messaging for 2019 to be prepared and released for public education
- Potential closure of the local Ambulance Communication Service based on the

ANALYSIS

The 2018 audited statement found no irregularities. The 2019 budget reflects nothing out of the ordinary with the exception of cost small cost increase for the provision of OPP primary answering. The cost for primary 911 call answer for 911 CERB contract renewals with North Bay OPP has increased.

There was discussion surrounding the recent Ontario Government announcement for reducing the number of Ambulance communication services, of which our local Parry Sound dispatch service will be affected. The Parry Sound ACS being the smallest in the Province most likely will not survive the reductions. This is most troubling because the local service is also our primary Fire Department Dispatch Centre. I will have more information on this soon as it becomes available. In the meantime, area Fire Chiefs are going to begin planning for a new fire dispatch service provider.



West Parry Sound Health Centre
PARRY SOUND ACS

6 Albert Street, Parry Sound, ON P2A 2L8
705-746-4540 ext. 1329



AGENDA

9-1-1 Management Committee Meeting

April 18th, 2019 – 10:30 am

Location: West Parry Sound Health Centre – 2nd Floor Classroom

1. Welcome / Introductions
2. Adoption of Minutes
 - a) 9-1-1 Management Committee meeting minutes of September 13, 2018.
3. Approval of Agenda
4. Matters Arising from Minutes
 - a) Henvey FN 911
5. Reports
 - a) 2018 Audited Financial Statements
 - b) 2019 Budget
6. Bell Update
 - a) Next Generation 911 Services
7. New Business
 - a) 911 CERB contract
 - b) Media Release
8. Other
9. Next Meeting: Spring 2020-TBA
10. Adjournment



West Parry Sound Health Centre
 Parry Sound ACs
 6 Albert Street, Parry Sound, ON P2A 3A4
 705-746-4540 ext. 1329



9-1-1 Management Committee Meeting
 WPSHC – 2nd Floor Classroom 2314
 Thursday September 13, 2018 – 10:30 hours

Present:	
Chaired by: Bruce Armstrong, Parry Sound ACS	Mike Kekkonen, Township of McKellar
Brian Leduc, Vice-Chair 911 Committee, Fire Chief, McDougall	Gord Harrison, Fire Chief, Township of Carling
Tammy Wylie, Treasurer 911 Committee	Miles Loach, Parry Sound OPP
Tom Hunter, Parry Sound EMS	
Regrets:	
Susan Adams, Seguin Township Councillor	Helene Cameron, Field Office, Ministry of Health
Joyce Crookshank, Township of the Archipelago	Mike Gordon, Parry Sound OPP
Sgt. Rick Mackay, Parry Sound O.P.P.	Joe Lamb, Municipality of Whitestone
Rhonda Schneider, Parry Sound ACS Operations Manager	Dave Thompson, Town of Parry Sound
Phaedra VanBuuren, Bell 911	
Recorder: Lisa Kraus, ACS Administrative Assistant	

ISSUE	DISCUSSION	OUTCOME
1. Introductions	<ul style="list-style-type: none"> Meeting called to order at 10:31 hours. 	
2. Adoption of Minutes	<ul style="list-style-type: none"> The minutes of April 25, 2017 circulated and reviewed. 	Moved by: Brian Leduc Seconded by: Gord Harrison <i>"The minutes of the 911 Management Committee meeting held April 25, 2017 are adopted."</i> All in favour. CARRIED.
3. Approval of Agenda	<ul style="list-style-type: none"> Circulated agenda. Additions to agenda: none 	Moved by: Gord Harrison Seconded by: Brian Leduc <i>"To accept the agenda"</i> All in favour. CARRIED.
4. Matters Arising		
a) Wasauksing Road Signage	<ul style="list-style-type: none"> Carried over to next meeting 	
b. Henvey FN 911	<ul style="list-style-type: none"> First Response Team is to be up and running soon Status of Fire Department is unknown at this time 	

5. Reports		
a) 2017 Financial Statements	<ul style="list-style-type: none"> • Presented by Tammy Wylie • Surplus amount is \$17,864 	Moved by: Brian Leduc Seconded by: Gord Harrison <i>"To accept the 2017 Financial Statements"</i> All in favour. CARRIED.
b) 2018 Budget	<ul style="list-style-type: none"> • Presented by Tammy Wylie 	Moved by: Brian Leduc Seconded by: Gord Harrison <i>"To accept the budget"</i> All in favour. CARRIED.
6. Bell Update – Next Generation 911 Services	<ul style="list-style-type: none"> • Bruce presented highlights from Next Generation 911 Bell presentation 	
7. New Business		
a) 911 issues/troubling shooting	<ul style="list-style-type: none"> • telephones associated with old rural route numbers and party-lines system won't work with 911 	Rhonda can assist with troubleshooting these items
b) Media Releases	<ul style="list-style-type: none"> • Suggestion to combine last year and this year's advertising budget to purchase larger media advertisement for July 1st 2019 weekend 	To be discussed at spring meeting
c) Future of 911 Committee	<ul style="list-style-type: none"> • Value seen in meeting once a year to discuss updates and changes. • Seeking standing agenda items 	All issues/troubleshoot NG 911 - new standing item
8. Next Meeting:	<ul style="list-style-type: none"> • Spring 2019-TBA 	
	<ul style="list-style-type: none"> • Meeting adjourned at 11:36 	

911 Emergency Services for the Parry Sound Area

Financial Statements
For the year ended December 31, 2018

GINGRICH & HARRIS Chartered Professional Accountants

1-7 William Street
Parry Sound ON
P2A 1V2

STEPHEN L. GINGRICH, CPA, CA, CFP
BRANDY L. HARRIS-GREEN, CPA, CA

TELEPHONE: (705) 746-5828
FAX: (705) 746-9693
E-MAIL: ghcpa@vianet.ca
WEBSITE: www.ghcpa.ca

Independent Auditors' Report

To the Members of 911 Emergency Services for the Parry Sound Area

Opinion

We have audited the accompanying financial statements of 911 Emergency Services for the Parry Sound Area (the "entity"), which comprise the statement of financial position as at December 31, 2018 and the statement of operations for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the entity as at December 31, 2018, and the results of its financial performance 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 responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical 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.

Responsibilities 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 entity'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 entity or to cease operations, or has no realistic alternative but to do so.

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

Auditor's 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 auditor's 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 these 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 risks 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, intentional 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 purpose of expressing an opinion on the effectiveness of the entity'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 events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the entity 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.

We 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.



Chartered Professional Accountants
Licensed Public Accountants

Parry Sound, Ontario
February 20, 2019

911 Emergency Services for the Parry Sound Area Statement of Financial Position

December 31	2018	2017
Financial Assets		
Bank	\$ 18,911	\$ 17,977
HST recoverable	493	420
	<u>19,404</u>	<u>18,397</u>
Liabilities		
Accounts payable and accrued liabilities	-	-
	<u>-</u>	<u>-</u>
Accumulated Surplus (Note 3)	<u>\$ 19,404</u>	<u>\$ 18,397</u>

911 Emergency Services for the Parry Sound Area Statement of Operations

For the year ended December 31	2018	2018	2017
	Budget (Unaudited)		
Revenues			
Municipal levies	\$ 14,250	\$ 14,250	\$ 14,251
	14,250	14,250	14,251
Expenses			
Administrative fees - W.P.S. Health Centre	2,200	2,200	2,200
Administrative fees - McKellar Township	2,200	2,200	2,200
Advertising and promotion	1,000	-	1,014
Answering services	8,200	8,182	8,183
Auditing	650	661	646
	14,250	13,243	14,243
Annual surplus (deficit)	-	1,007	8
Accumulated surplus, beginning of year	18,397	18,397	18,389
Accumulated surplus, end of year	\$ 18,397	\$ 19,404	\$ 18,397

911 Emergency Services for the Parry Sound Area Notes to Financial Statements

December 31, 2018

1. Purpose and Organization

By agreement, the 911 participating parties:

- 1) Established a joint committee to provide for the joint management and operation of a municipal emergency system;
 - 2) Appointed the Township of McKellar as lead municipality.
-

2. Significant Accounting Policies

The financial statements of the 911 Emergency Services for the Parry Sound Area are prepared by management in accordance with Canadian generally accepted accounting principles for local governments as recommended by the Public Sector Accounting Board of Chartered Professional Accountants Canada. Significant aspects of the accounting policies adopted by the 911 Emergency Services are as follows:

- a) 911 follows the accrual method of accounting for revenues and expenses.
-

3. Accumulated Surplus

The accumulated surplus includes a reserve for working capital in the amount of \$17,864 (2017 - \$17,864).

4. Economic Dependence

100% of the Committee's revenue was received from contributing municipalities in 2018 (2017 - 100%). The continuation of the organization is dependent on this funding.

5. Statement of Cash Flows

A statement of cash flows has not been prepared as the cash flows are evident from the statement of financial position and the statement of operations.

9-1-1 Management Committee

2019 Operating Budget

<u>EXPENDITURES</u>	2018 BUDGET	2018 ACTUAL	2019 BUDGET
Administration Costs (Lead Municipality)	2,200	2,200	2,200
Resource Services & Expenses (Ambulance)	2,200	2,200	2,200
Advertising & Promotion	1,000	0	1,000
9-1-1 Answering Service	8,200	8,182	9,800
Accounting	650	661	665
Equipment Repairs & Maintenance	0	0	0
Miscellaneous	0	0	0
Capital Expenditures			
TOTAL EXPENDITURES	\$14,250.00	13,243.00	\$15,865.00
<u>REVENUE</u>			
Municipal Levy	\$14,250	\$14,250	\$14,858
Transfer from Operating Fund			1,007
Accumulated Surplus			
Other	0	0	0
TOTAL REVENUE	\$14,250.00	\$14,250.00	\$15,865.00
SURPLUS (DEFICIT)		\$1,007.00	

Notes:

1. The above budget reflects participation by Town of Parry Sound, McDougall, McKellar, Carling, Seguin, Whitestone, The Archipelago and Wasauksing First Nation.

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 612-20

March 13, 2019

Tammy Wylie, Clerk Administrator
Township of McKellar
P.O. Box 69, 701 Hwy #124

Dear Tammy Wylie:

Re: Renewal of 9-1-1 Primary Public Safety Answering Point (P-PSAP, previously CERB) Services Agreement between the Ontario Provincial Police (OPP) and the Town of Parry Sound, the Township of McDougall, The Township of Carling, the Township of Whitestone, the Township of McKellar, the Township of Seguin, the Township of Archipelago, and the Wasauksing First Nation.

As you aware, the current agreement for the Provision of 9-1-1 CERB Services between the OPP and the Town of Parry Sound, the Township of McDougall, The Township of Carling, the Township of Whitestone, the Township of McKellar, the Township of Seguin, the Township of Archipelago, and the Wasauksing First Nation will expire on June 05, 2019

Municipal Policing Bureau has prepared a 9-1-1 P-PSAP services renewal information package for your review. Included in the package is a draft version of your renewed agreement and an information document outlining the OPP provision of 9-1-1 P-PSAP services. Please note in the following changes from the previous agreement; we have changed wording from CERB to P-PSAP to align with industry standards, updated section 5.5 to outline that all digital voice records will be maintained in accordance with OPP Policy (changing from 5 years to 7 years during the agreement term), and to section 4.0 for clarity, and to align all of our clients to annual billing.

The population of the communities determines costs for this service. Subject to section 4.1(b), upon renewal, your annual costs for the provision of this service for a further 5 year term will be \$9,798.43, based upon a population of 17,466 residents. If this population figure is inaccurate, please advise Municipal Policing Bureau what the accurate population is for your community, and the cost will be amended accordingly.

Should the group choose to renew; the OPP will require two, certified true copies of the by-laws or resolutions authorizing the new agreement.

Please return two signed agreements, by-laws and resolutions to:

Ontario Provincial Police
Municipal Policing Bureau
Attn: Simon Looker
777 Memorial Avenue
Orillia, ON L3V 7V3

If you have any questions or concerns about this process or the renewal, please do not hesitate to call me at (705) 329-6225 or e-mail ppsap@opp.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Looker', with a stylized flourish at the end.

Simon Looker
Municipal Policing Specialist
Municipal Policing Bureau



OPP PROVISION

Of

9-1-1

**PRIMARY PUBLIC SAFETY
ANSWERING POINT (P-PSAP)
SERVICES**

OPP 9-1-1 P-PSAP Services

The Ontario Provincial Police (OPP) has over ninety years of experience in providing services to municipalities throughout the Province of Ontario. Many of the services, including policing, communications and 9-1-1 Primary Public Safety Answering Point (P-PSAP), are provided under contract.

Trained personnel have expertise in both call taking and dispatch functions and are available to provide 9-1-1 P-PSAP services 24 hours per day, seven days per week.

Presently, the OPP has over 90 contracts for 9-1-1 P-PSAP Services with municipalities and Local Services Boards across Ontario.

If a Municipality chooses to accept an OPP contract for the provision of 9-1-1 P-PSAP services, the resources of the Provincial Communications Centre will focus on meeting the needs of the Municipality, as set out in the contract.

Advantages to the Municipality include:

- assurance of the adequacy of the service;
- utilization of effective, state of the art technology;
- service provided at a defined cost.

The following information contained in this document describes P-PSAP services as provided by the OPP.

Technical and Operational Information

Provincial Communications Centres Providing Call Answering

A Provincial Communications Centre is the incoming communications centre and acts as the primary interface between the public and the OPP for both routine and emergency calls, including 9-1-1. The OPP currently operate five (5) Provincial Communications Centres in Ontario. All OPP Provincial Communications Centres operate in compliance with the provisions of Ontario Regulation 3/99 governing the adequacy and effectiveness of police services (Adequacy Standards). The OPP currently provides 9-1-1 P-PSAP services to numerous municipalities throughout the province.

The OPP will provide year-round 9-1-1 P-PSAP services to the Municipality, 24 hours per day through one of two Provincial Communications Centres. The North Bay Provincial Communications Centre is designated as the primary call answering centre, with another OPP Provincial Communications Centre serving as the backup location. This will be required as part of the Bell conversion (cutover) plan. Staff and system requirements necessary for the provision of this service to the municipality will be available upon acceptance of the OPP as the provider of P-PSAP services. 9-1-1 calls will be answered and directed to the various public safety agencies within the municipality's 9-1-1 Public Emergency Reporting Service (PERS) service. In order to accommodate 9-1-1 P-PSAP responsibilities for the municipality, Bell PERS will be required to install circuits to direct the calls appropriately to the OPP. This work will be done without any cost to the municipality as part of a cutover plan.

Staffing of Provincial Communications Centres

The OPP staffs all of its Provincial Communications Centres, including the North Bay location, with OPP personnel, both civilian and uniform. The OPP also manages all of the personnel and equipment in these facilities required to receive and process all emergency calls directed to the P-PSAP. A Provincial Communications Centre is normally staffed based on historical workloads and software that identifies the number of required personnel to adequately meet the OPP Grade-of-Service target. During normal operations the call-taker and dispatcher functions are separated, although all operators are trained to perform either role. On-duty civilian Communication Teams Leaders and OPP uniform supervisors provide full time supervision and support at all times.

The OPP is thoroughly familiar with the operation of the 9-1-1 PERS system, as it is a part of normal day-to-day operations. Our personnel have considerable experience in dealing with emergent situations and serving the public directly. This experience and fundamental orientation will be of benefit to the citizens of the Municipality.

Training

The provision of communications is a mission critical service for the OPP and as such, considerable resources and training are dedicated to these functions. A quality assurance program has been implemented to ensure employees are adequately trained and standard operating procedures are adhered to. All applicants for OPP communications operator positions are subjected to a rigorous screening process involving interviews, testing (CRITICAL), grammar and computer skills; and security checks. Once hired, they receive extensive training in a classroom environment, followed by practical training in the Provincial Communications Centre, and are matched with a peer monitor during their initial transition. The operation of 9-1-1 PERS is performed utilizing the Bell Canada Standards Manual. The OPP is a Primary and Secondary Public Safety Answering Point provider for numerous 9-1-1 services and operates in this environment continually.

Standards

The Provincial Communications Centres are guided by OPP Standard Operating Procedures that incorporates the Bell Canada Standards Manual. These procedures are applied consistently to all OPP 9-1-1 customers. The OPP currently has a service level objective of answering 95% of all 9-1-1 calls within 2 rings. This performance level is normally exceeded. Performance of all call answering activity is measured and reviewed daily. The 9-1-1 P-PSAP calls are the highest rated priority in the system and are always answered first.

Note: The standard ringing cycle is 6 seconds and is fixed by the telephone company. Accordingly, the maximum time for 2 ringing cycles is 12 seconds from start to finish.

Each Provincial Communications Centre is equipped with digital reader boards that display the number of calls waiting in the queues and the time for the longest outstanding call. The reader boards are programmed to sound an audible alarm at preset limits showing the number of calls waiting and the time for the longest outstanding call. Immediately upon an alarm sounding, prompt action is taken to address the situation to relieve pressure. Team leaders continually monitor call activity and assign duties as required by the situation. Use of this equipment facilitates efficiencies in call answering.

Redundancy and Back-up Sites

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location (another OPP Provincial Communications Centre) are equipped with the same types of equipment and provide equivalent operation and service.

Back Up Site: The operation of the Provincial Communications Centres is mission critical to the OPP. The OPP has developed plans to deal with various system failures or disasters. There are several options to deal with emergent situations up to and including transferring all operations to the back-up location. This includes 9-1-1 PERS service (P-PSAP and Secondary PSAP (S-PSAP)) and regular OPP direct dial services via 888-310-1122/33. It should also be noted the telephone company services (regular Central Office and 9-1-1 PERS) for both the North Bay Provincial Communications Centre and the back-up location are provided via a fiber ring that provided redundant access from the local Bell Central Office. Both locations are also served by different Bell digital multiplex system (DMS) switching systems.

Multi-Language/Hearing-Voice Impaired Calls

All 9-1-1 calls are initially answered in English. However, there are personnel on staff within each Provincial Communications Centre who are conversant in the French language. The OPP will respond, as provided by the French Language Services Act, to both verbal inquiries and written correspondence received in French. The OPP is a subscriber to Language Line Services (formally AT&T Language Services) and regularly use this service to access translation services. Each Provincial Communications Centre is equipped with two (2) TDD/TTY devices, which are connected to the telephone systems and 9-1-1 calls can be transferred as required. These devices are also utilized by the OPP to provide similar service through the direct dial 1-888-310-1133 number.

Multi-Channel Digital Logging Equipment

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location are equipped with multi-channel digital logging equipment. Multi channel digital recorders also provide continuous long-term storage on a 24-hour per day basis. The logger recordings are retained in a secure environment at the Provincial Communications Centres. The OPP utilizes the Digital Voice Disc (DVD) recorder system, which allows instantaneous access to all communications, including 9-1-1 calls within the Provincial Communications Centre. This includes, but is not limited to, queries about conversations over the radio system, tape requests, concerns from officers and dispatchers/call takers, and allows for the auditing of calls for quality control purposes. Records are retained for a five (5) year period. Recordings of 9-1-1 related calls are the property of the OPP and no ownership can be accorded to the Municipality. These records contain other proprietary information.

Automatic Number Identification/Automatic Location Identification (ANI/ALI)

All Bell 9-1-1 PERS ANI/ALI data and associated information received with each individual 9-1-1 call is recorded. The OPP is responsible for its own operations and can accommodate the reception of ANI/ALI data. The ANI/ALI data may be downstreamed to Secondary PSAP agencies.

The OPP is prepared to provide to authorized individuals, copies of audio recordings, as it directly pertains to the Municipality's P-PSAP operation for purposes of civil litigation and/or criminal proceedings. Requests for such information must be received in writing at least 5 days prior to the end of the five (5) year retention period for audio recordings. The OPP will retain the originals until such proceedings are complete.

Online Conferencing

The Bell PERS system has a maximum conference capability of three (3) parties. In operation, the P-PSAP will conference the originating 9-1-1 caller to the requested service (police/fire/ambulance). It is then the responsibility of the Secondary PSAP that receives the 9-1-1 call from the P-PSAP, to manage the situation and conference others as required. The OPP can add a fourth party (i.e. Language Line Services) via the Meridian conference feature.

Reports

The OPP will provide reports, the frequency of which shall be monthly or as determined in consultation with the Municipality, which will show the overall efficiency of the P-PSAP operation in answering 9-1-1 calls and the volume of calls handled for the Municipality.

The OPP notifies Bell of any identified addressing errors related to the ANI/ALI addressing database. As a standard practice, the OPP reports any noted failures of the 9-1-1 PERS system to Bell Canada.

Costs

The OPP determines the costs for this service based on the population of the community. The annual rate per capita is \$0.561.

Additional Charges:

The annual rate shall be reviewed at the end of every calendar year and it may be revised by the OPP based on changes to the residential population or to the per capita cost charged by the OPP. In the event that the residential population of the Municipality increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipality shall be obliged to pay the OPP the revised annual rate. The OPP shall determine the annual revisions to the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.

Allowances for Business Interruptions:

Due to the equipment redundancy and back-up provisions, the OPP do not expect any disruption to P-PSAP service. To date there has been no service interruptions to P-PSAP services that are attributable to the OPP. The OPP have committed significant resources to the telecommunications infrastructure to prevent disruptions and consequently are not offering any monetary allowances.



**AGREEMENT FOR
THE PROVISION OF
9-1-1 PRIMARY PSAP SERVICES**

This Agreement made in two (2) originally executed copies.

AGREEMENT FOR THE PROVISION OF 9-1-1 PRIMARY PSAP SERVICES

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE
("O.P.P.")

OF THE FIRST PART

AND:

THE CORPORATIONS OF THE TOWN OF PARRY SOUND, THE TOWNSHIP OF
MCDUGALL, THE TOWNSHIP OF CARLING, THE TOWNSHIP OF WHITESTONE,
THE TOWNSHIP OF MCKELLAR, THE TOWNSHIP OF SEGUIN, THE TOWNSHIP OF
ARCHIPELAGO AND WASAUKSING FIRST NATION
(the "Municipalities and First Nation")

OF THE SECOND PART

RECITALS:

- (a) **WHEREAS** Bell Canada has entered into an agreement with the Municipalities and First Nation to provide the Municipalities and First Nation with a 9-1-1 Public Emergency Reporting Service - Ontario;
- (b) **AND WHEREAS** it is the obligation of the Municipalities and First Nation under its agreement with Bell Canada to ensure that a Primary Public Safety Answering Point (PSAP) serves the Municipalities and First Nation;
- (c) **AND WHEREAS** the Municipalities and First Nation are permitted under its agreement with Bell Canada to contract with a third party for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (d) **AND WHEREAS** the Municipalities and First Nation wishes to contract with the O.P.P. for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (e) **AND WHEREAS** the Municipalities and First Nation confirms its adherence to this Agreement by executing it, as provided for herein, and providing the O.P.P. with a certified copy of the resolution or by-law authorizing it entering into this Agreement;

NOW THEREFORE, in consideration of the promises and covenants herein, the Parties agree as follows:

- 1.0 The Parties warrant that the recitals are true.

2.0 DEFINITIONS AND INTERPRETATION

2.1 In this Agreement:

- "9-1-1 call" means a phone call received at the Primary PSAP, which requires an emergency response, typically the transfer of the call to a Secondary PSAP.
- "9-1-1 PERS" means the Public Emergency Reporting Service - Ontario, which is a telecommunications service provided by Bell Canada pursuant to Bell Canada General Tariff Item 1400 to Municipalities for the delivery of 9-1-1 calls to the Primary and Secondary PSAP and pursuant to the agreement between Bell Canada and the Municipalities and First Nation.
- "Agreement" means this agreement and Schedule "A", which is attached to, and forms part of this Agreement.
- "ALI" means an Automatic Location Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, address and location data with respect to a telephone line from which the 9-1-1 Call originates.
- "ANI" means an Automatic Number Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, the telephone number of the primary exchange service that originates the 9-1-1 call.
- "Call Control" means a feature that allows the 9-1-1 call taker at the Primary PSAP to maintain control of the line upon which the 9-1-1 call was made regardless of calling party action.
- "Chief" means Chief for the Wasauksing First Nation.
- "Director" means the Director of Provincial Communications Operations, Communications and Technology Services Bureau.
- "ESZ" means an Emergency Services Zone, which is a geographic area served by a Secondary PSAP in the Municipalities and First Nation.
- "Mayor" or "Reeve" means Mayor or Reeve for the Municipalities.
- "Party" means the O.P.P. or the Municipality, and "Parties" shall mean both of them.
- "Primary PSAP" means the Primary Public Safety Answering Point serving the Municipalities and First Nation, and located at the O.P.P. Provincial Communications Centre (PCC), which is the first point of reception by the O.P.P. of 9-1-1 calls.
- "Secondary PSAP" means the communication center of a fire, police or ambulance agency, within an ESZ, to which 9-1-1 calls are transferred from the Primary PSAP, and for which the Secondary PSAP is then responsible for taking appropriate action.
- "Selective Routing and Transfer" means a feature that automatically routes a 9-1-1 call to the appropriate Primary or Secondary PSAP based upon the ANI of the telephone line from which the 9-1-1 call originates.

- 2.2 **Severability** - If any term of this Agreement shall be held to be illegal, invalid, unenforceable, null, void or inoperative by a court of competent jurisdiction, the remaining terms shall remain in full force and effect.
- 2.3 **Section Headings** - The section headings contained herein are for purposes of convenience only, and shall not be deemed to constitute a part of this Agreement, or affect the meaning or interpretation of this Agreement in any way.
- 2.4 **Entire Agreement** - This Agreement constitutes the entire agreement of the Parties, with respect to the provision and operation of services as defined hereunder and supersedes any previous agreement whether written or verbal. In the event of a conflict or inconsistency between this Agreement and a tender document such as request for proposals issued by the Municipalities and the First Nation for the provision of services as described hereunder or the proposal that the O.P.P. submitted in response to the tender document, this Agreement shall prevail to the extent of the conflict or inconsistency.
- 2.5 **Amendments** - Any amendments to this Agreement shall be in writing and shall not take effect until approved in writing by both Parties.

3.0 NOTICES

- 3.1 **Notice** - Any notice required pursuant to this Agreement shall be in writing and delivered personally, sent by facsimile transmissions ("FAX") or by registered mail to the following addresses:

To the Municipalities and First Nation

The Mayor
The Corporation of the Township of McKellar
P.O. Box 69
McKellar ON P0G 1C0
FAX: (705) 389-1244

To the O.P.P.

Attention: Director - Provincial Communications Operations
Communications and Technology Services Bureau
OPP General Headquarters
777 Memorial Avenue
Orillia ON L3V 7V3

Or to such other addresses either of the Parties may indicate in writing to the other. Any notice given in accordance with this Agreement shall be deemed to have been received upon delivery, if delivered personally, at the time of transmission if sent by FAX, or five (5) days after posting, if sent by registered mail.

- 3.2 **Notices in Writing** - All notices required under this Agreement shall be in writing.

4.0 RATES AND METHOD OF PAYMENT

4.1 The Municipalities and the First Nation shall pay the O.P.P. for providing and operating the Primary PSAP as follows:

- (a) **Amount of Annual Rate** - The Municipalities and First Nation shall be charged and shall be required to pay an annual rate of \$ **9,798.43** based on the Municipality's residential population of **17,466** at a per capita cost of \$ **0.561**.
- (b) **Review of Annual Rate** - The annual rate specified in clause (a) shall be reviewed at the end of every calendar year and may be revised by the O.P.P. based on changes to the residential population or the per capita cost charged by the O.P.P. In the event that the residential population of the Municipalities or First Nation increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipalities and First Nation shall pay the revised annual rate. The O.P.P. shall determine the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.
- (c) **Invoices** - The first invoice shall be issued immediately to the Municipalities and First Nations upon the start of the Agreement. The Municipalities and First Nation shall subsequently be invoiced annually at the beginning of each calendar year, and the invoice shall cover the time period for the subsequent calendar year, or portion thereof that this Agreement is in effect.
- (d) **Payments** - Payments invoiced under this Agreement shall be made payable to the Minister of Finance, and payment shall be due no later than thirty (30) days following receipt of the invoice. Any payments which have become due and owing after this time period, in whole or in part, shall bear interest at the rate set by the Minister of Finance from time to time.

5.0 RESPONSIBILITIES OF THE O.P.P.

The O.P.P. shall manage and operate the Primary PSAP and:

- 5.1 **Personnel** - Staff the Primary PSAP to answer and transfer 9-1-1 calls to the appropriate Secondary PSAP at a level appropriate with the 9-1-1 call volume in the Municipalities and the First Nation.
- 5.2 **Equipment** - Provide, in its operation of the Primary PSAP, terminal equipment which permits the utilization of features provided by Bell Canada to the Municipalities and the First Nation under 9-1-1 PERS consisting of "ALI", "ANI", "Selective Routing and Transfer" and "Call Control" features, and such features can be adapted, where required, for callers who are hearing or voice impaired.
- 5.3 **Hours** - Operate the Primary PSAP twenty four (24) hours a day, seven (7) days a week.
- 5.4 **9-1-1 call Response** - Answer and transfer all 9-1-1 calls received by the Primary PSAP, and associated ANI/ALI information, to a designated Secondary PSAP within the proper ESZ, as deemed appropriate by Primary PSAP personnel. This shall include maintaining control of the line upon which each 9-1-1 call is received until the 9-1-1 call is confirmed as being transferred to the appropriate Secondary PSAP or until the 9-1-1 call is terminated.

- 5.5 **Record Retention** - Retain digital voice records of all 9-1-1 calls received at the Primary PSAP in accordance with O.P.P. policy, and hard copy records of all Bell PERS E911 ANI/ALI printer data for one hundred eighty (180) days from the date such records are created. The O.P.P. is prepared to provide, to authorized personnel, certified copies of audio recordings and/or copies of PERS printer data, as it directly pertains to the Primary PSAP for the purposes of civil litigation and/or criminal proceedings provided the request is received no later than five (5) days prior to the end of the retention period of the recordings or records. The O.P.P. shall retain the original recordings or records until the conclusion of any civil or criminal proceedings to which such records relate.
- 5.6 **Backup Primary PSAP** - Provide an operational backup Primary PSAP to which 9-1-1 calls shall be transferred at the discretion of the O.P.P. or Bell Canada in the event that the Primary PSAP is unable to receive the 9-1-1 calls.
- 5.7 **Non-English Callers** - Make reasonable efforts to respond to 9-1-1 calls from non-English callers, subject to the O.P.P.'s ability to access the services of a third party provider. The O.P.P. does not warrant that it shall be able to provide services to non-English callers, or that it shall be able to access such services from a third party provider.
- 5.8 **Reports** - Provide reports monthly, or as determined by the O.P.P. in consultation with the Municipalities and First Nation, which show the overall efficiency of the Primary PSAP in answering 9-1-1 calls, including the volume of 9-1-1 calls.

6.0 RESPONSIBILITIES OF THE MUNICIPALITIES AND FIRST NATION

The Municipalities and the First Nation shall:

- 6.1 **Payment** - Be responsible for the amount of payment in the manner, and within the timelines set out in Article 4.0 herein.
- 6.2 **Secondary PSAP** - Designate Secondary PSAP that are not O.P.P. Detachments for each and every ESZ in the Municipalities and First Nation which the Primary PSAP shall answer and transfer a 9-1-1 call, and co-ordinate the participation of all such Secondary PSAP in the manner required by this Agreement.
- 6.3 **Warranty** - Warrant and represent that each Secondary PSAP operates twenty-four (24) hours a day, seven (7) days a week, and shall answer and respond to all 9-1-1 calls directed to it from the Primary PSAP.
- 6.4 **9-1-1 PERS** - Notify the O.P.P. in writing immediately upon becoming aware of any changes to 9-1-1 PERS that shall affect, or are likely to affect the services the O.P.P. provides under this Agreement, or of any changes to, or the termination or expiry of any Agreement between the Municipalities and First Nation and Bell Canada related to 9-1-1 PERS.

7.0 INSURANCE AND LIMITATION OF LIABILITY

7.1 Insurance - The Municipalities and the First Nation and the O.P.P. shall, during the term of this Agreement, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of the same to each other. If the Parties are self-insured, each Party shall provide to the other, evidence that is satisfactory to that Party that the Municipalities and First Nation and/or the O.P.P., as the case may be, is and shall be, at all relevant times, in a position to face successfully any monetary obligations stemming from liability under the Agreement.

7.2 Limitation of Liability - Notwithstanding any other provision in this Agreement, the O.P.P. shall not be responsible or liable for any injury, death or property damage to the Municipalities and First Nation, its employees, subcontractors or agents, or for any claim by any third party against the Municipalities and First Nation, its employees, subcontractors or agents arising from:

- (a) **External Information** - The accuracy or completeness, or lack thereof, of any information the O.P.P. receives from the Municipalities and First Nation, Bell Canada or any other third party, which the O.P.P. relies on in providing services under this Agreement;
- (b) **Equipment and Services** - Equipment or services provided by any other party (including the failure of any other party to provide equipment or services) which the O.P.P. uses and relies on to provide services under this Agreement including but not limited to:

 - (i) Equipment or services required to transfer services provided under this Agreement from any other party to the O.P.P.,
 - (ii) Services provided to non-English speakers who place 9-1-1 calls,
 - (iii) Services provided by Bell Canada to the Municipalities and First Nation under 9-1-1 PERS; and,
 - (iv) Services provided by Secondary PSAPs, which are not part of the O.P.P.
- (c) **Call Volumes** - The inability of the O.P.P. to respond to 9-1-1 calls due to call volume that exceeds the capacity of the Primary PSAP, including the equipment and personnel who work at the Primary PSAP.

7.3 Survival - Section 7.2 shall survive the termination or expiry of this Agreement.

8.0 COMPLIANCE WITH LAWS AND CONFIDENTIALITY

- 8.1 **Compliance with Laws** - Both Parties agree to comply with all applicable laws in effect in the Province of Ontario in performing their respective obligations and duties under this Agreement.
- 8.2 **Confidential Information** - Both Parties agree that except where required by law, or for the purpose of performing duties or obligations under this Agreement, neither Party shall directly or indirectly disclose, destroy, exploit or use, either during or after the term of this Agreement, any confidential information belonging to the other Party, unless the other Party has provided its written consent. Both Parties further agree that when this Agreement terminates or expires, they shall return all confidential information belonging to the other Party.

9.0 DISPUTE RESOLUTION

- 9.1 **Dispute Resolution** - Subject to Article 10.0 herein, if any dispute arises between the O.P.P. and the Municipalities and First Nation as to their respective rights and obligations under this Agreement, the Parties may use the following dispute resolution mechanism to resolve such disputes:
- (a) The Unit Commander of the Primary PSAP and the Municipalities' and the First Nation's Representative named in Section 3.1 herein shall attempt to settle the dispute within fifteen (15) business days of the dispute arising;
 - (b) If the Unit Commander of the Primary PSAP and the Municipalities' and the First Nation's Representative are unable to settle the dispute within fifteen (15) business days of the dispute arising, they shall refer the dispute to the Director. The Director and the Municipalities' and First Nation's Representative shall attempt to resolve the dispute within fifteen (15) business days;
 - (c) If the Parties are still unable to resolve the dispute, the Commissioner or the Deputy Commissioner of the O.P.P. and the Municipalities' and the First Nation's Representative agree to attempt to resolve the dispute within fifteen (15) business days; and,
 - (d) If the Parties are still unable to resolve the dispute, each may, with the agreement of the other Party, refer the dispute to arbitration in accordance with the Arbitration Act, 1991, as amended.

10.0 TERM, TERMINATION AND RENEWAL

- 10.1 **Term** - Subject to this Agreement being terminated in accordance with this Article, this Agreement shall be effective from June 06, 2019 until June 05, 2024.
- 10.2 **Renewal** - This Agreement may be extended for an additional five (5) year term, if both Parties agree and serve notice to each other, at least six (6) months prior to the expiry of the Agreement. The same terms and conditions will apply to any extension, subject to section 10.1 herein.
- 10.3 **Termination** - Either Party to this Agreement may terminate this Agreement without cause and without incurring any liability upon providing ninety (90) days written notice of termination to the other Party, in which case this Agreement shall terminate ninety (90) days following the delivery of such notice. Should a notice to terminate be given, the Municipalities and First Nation shall continue to be obligated to pay for the cost of the services described in this Agreement up to and including the date of such termination and the O.P.P. shall continue to be responsible to provide the services described in this Agreement up to and including the date of such termination.
- 10.4 **Immediate Termination** - Either Party may terminate this Agreement immediately without incurring any liability if Bell Canada withdraws offering 9-1-1 PERS to the Municipalities and First Nation or if the Agreement between Bell Canada and the Municipalities and First Nation for the provision of 9-1-1 PERS is terminated or is expired and not renewed.

11.0 GENERAL

- 11.1 **No Waiver** - The failure of a Party to this Agreement to enforce at any time any of the provisions of this Agreement or any of its rights in respect thereto or to insist upon strict adherence to any term of this Agreement shall not be considered to be a waiver of such provision, right or term or in any way to affect the validity of this Agreement.
- 11.2 **Waiver in Writing** - Any waiver by any Party hereto of the performance of any of the provisions of this Agreement shall be effective only if in writing and signed by a duly authorized representative of such Party.
- 11.3 **No Prejudice** - The exercise by any Party to this Agreement of any right provided by this Agreement shall not preclude or prejudice such Party from exercising any other right it may have under this Agreement, irrespective of any previous action or proceeding taken by it hereunder.
- 11.4 **Restructuring** - The Municipalities and First Nation shall notify, and consult with the O.P.P. before the Municipalities' or First Nations boundaries are altered, the Municipalities or First Nation are amalgamated with another municipality or First Nation, the Municipalities or First Nation are dissolved or the legal status of the Municipalities or First Nation is subject to other substantive changes.
- 11.5 **Relations** - The Agreement shall not create nor shall it be interpreted as creating any association, partnership, employment relationship or any agency relationship between the Parties.
- 11.6 **Media** - Both Parties agree that they shall not at any time, directly or indirectly, communicate with the media in relation to this Agreement unless they first notify the other Party in writing.
- 11.7 **Promotion** - Neither Party shall publicize or issue any publications related to this Agreement unless they first notify the other Party in writing.
- 11.8 **Assignment** - Neither Party shall assign this Agreement or any portion thereof without the prior written consent of the other, which consent may not be arbitrarily withheld.
- 11.9 **Force Majeure** - Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. The Parties agree that an event shall not be considered beyond one's reasonable control if a reasonable business person applying due diligence in the same or similar circumstances under the same or similar obligations as those contained in the Agreement would have put in place contingency plans to either materially mitigate or negate the effects of such event. If a Party seeks to excuse itself from its obligations under this Agreement due to a force majeure event, that Party shall immediately notify the other Party of the delay or non-performance, the reason for such delay or non-performance and the anticipated period of delay or non-performance.

IN WITNESS WHEREOF, each of the Municipalities and First Nation has affixed its Corporate Seal attested by the signature of its duly authorized signing officers, and the Provincial Commander of the O.P.P. has personally signed this Agreement to be effective as of the date set out herein.

The Corporation of the Town of Parry Sound

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of Carling

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of McDougall

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of McKellar

Mayor

Date: ____ day of _____, 20__

Clerk Administrator

Date: ____ day of _____, 20__

The Corporation of the Township of Seguin

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of Archipelago

Reeve

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of Whitestone

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Wasauksing First Nation

Chief

Date: ____ day of _____, 20__

Chief Executive Director

Date: ____ day of _____, 20__

Ontario Provincial Police (O.P.P.)

Provincial Commander

Date: ____ day of _____, 20__

SCHEDULE "A"

BYLAWS OF COUNCIL AND BAND COUNCIL RESOLUTION

Attached to and forming part of the Agreement between

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE

And

**THE CORPORATIONS OF THE TOWN OF PARRY SOUND, THE
TOWNSHIP OF MCDOUGALL, THE TOWNSHIP OF CARLING, THE
TOWNSHIP OF WHITESTONE, THE TOWNSHIP OF MCKELLAR, THE
TOWNSHIP OF SEGUIN, THE TOWNSHIP OF ARCHIPELAGO AND THE
WASAUKSING FIRST NATION**

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence:

612-20

March 13, 2019

Tammy Wylie, Clerk Administrator
Township of McKellar
P.O. Box 69, 701 Hwy #124

Dear Tammy Wylie:

Re: Renewal of 9-1-1 Primary Public Safety Answering Point (P-PSAP, previously CERB) Services Agreement between the Ontario Provincial Police (OPP) and the Town of Parry Sound, the Township of McDougall, The Township of Carling, the Township of Whitestone, the Township of McKellar, the Township of Seguin, the Township of Archipelago, and the Wasauksing First Nation.

As you aware, the current agreement for the Provision of 9-1-1 CERB Services between the OPP and the Town of Parry Sound, the Township of McDougall, The Township of Carling, the Township of Whitestone, the Township of McKellar, the Township of Seguin, the Township of Archipelago, and the Wasauksing First Nation will expire on June 05, 2019

Municipal Policing Bureau has prepared a 9-1-1 P-PSAP services renewal information package for your review. Included in the package is a draft version of your renewed agreement and an information document outlining the OPP provision of 9-1-1 P-PSAP services. Please note in the following changes from the previous agreement; we have changed wording from CERB to P-PSAP to align with industry standards, updated section 5.5 to outline that all digital voice records will be maintained in accordance with OPP Policy (changing from 5 years to 7 years during the agreement term), and to section 4.0 for clarity, and to align all of our clients to annual billing.

The population of the communities determines costs for this service. Subject to section 4.1(b), upon renewal, your annual costs for the provision of this service for a further 5 year term will be \$9,798.43, based upon a population of 17,466 residents. If this population figure is inaccurate, please advise Municipal Policing Bureau what the accurate population is for your community, and the cost will be amended accordingly.

Should the group choose to renew; the OPP will require two, certified true copies of the by-laws or resolutions authorizing the new agreement.

Please return two signed agreements, by-laws and resolutions to:

Ontario Provincial Police
Municipal Policing Bureau
Attn: Simon Looker
777 Memorial Avenue
Orillia, ON L3V 7V3

If you have any questions or concerns about this process or the renewal, please do not hesitate to call me at (705) 329-6225 or e-mail ppsap@opp.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Simon Looker', with a stylized, cursive script.

Simon Looker
Municipal Policing Specialist
Municipal Policing Bureau



OPP PROVISION

Of

9-1-1

**PRIMARY PUBLIC SAFETY
ANSWERING POINT (P-PSAP)
SERVICES**

OPP 9-1-1 P-PSAP Services

The Ontario Provincial Police (OPP) has over ninety years of experience in providing services to municipalities throughout the Province of Ontario. Many of the services, including policing, communications and 9-1-1 Primary Public Safety Answering Point (P-PSAP), are provided under contract.

Trained personnel have expertise in both call taking and dispatch functions and are available to provide 9-1-1 P-PSAP services 24 hours per day, seven days per week.

Presently, the OPP has over 90 contracts for 9-1-1 P-PSAP Services with municipalities and Local Services Boards across Ontario.

If a Municipality chooses to accept an OPP contract for the provision of 9-1-1 P-PSAP services, the resources of the Provincial Communications Centre will focus on meeting the needs of the Municipality, as set out in the contract.

Advantages to the Municipality include:

- assurance of the adequacy of the service;
- utilization of effective, state of the art technology;
- service provided at a defined cost.

The following information contained in this document describes P-PSAP services as provided by the OPP.

Technical and Operational Information

Provincial Communications Centres Providing Call Answering

A Provincial Communications Centre is the incoming communications centre and acts as the primary interface between the public and the OPP for both routine and emergency calls, including 9-1-1. The OPP currently operate five (5) Provincial Communications Centres in Ontario. All OPP Provincial Communications Centres operate in compliance with the provisions of Ontario Regulation 3/99 governing the adequacy and effectiveness of police services (Adequacy Standards). The OPP currently provides 9-1-1 P-PSAP services to numerous municipalities throughout the province.

The OPP will provide year-round 9-1-1 P-PSAP services to the Municipality, 24 hours per day through one of two Provincial Communications Centres. The North Bay Provincial Communications Centre is designated as the primary call answering centre, with another OPP Provincial Communications Centre serving as the backup location. This will be required as part of the Bell conversion (cutover) plan. Staff and system requirements necessary for the provision of this service to the municipality will be available upon acceptance of the OPP as the provider of P-PSAP services. 9-1-1 calls will be answered and directed to the various public safety agencies within the municipality's 9-1-1 Public Emergency Reporting Service (PERS) service. In order to accommodate 9-1-1 P-PSAP responsibilities for the municipality, Bell PERS will be required to install circuits to direct the calls appropriately to the OPP. This work will be done without any cost to the municipality as part of a cutover plan.

Staffing of Provincial Communications Centres

The OPP staffs all of its Provincial Communications Centres, including the North Bay location, with OPP personnel, both civilian and uniform. The OPP also manages all of the personnel and equipment in these facilities required to receive and process all emergency calls directed to the P-PSAP. A Provincial Communications Centre is normally staffed based on historical workloads and software that identifies the number of required personnel to adequately meet the OPP Grade-of-Service target. During normal operations the call-taker and dispatcher functions are separated, although all operators are trained to perform either role. On-duty civilian Communication Teams Leaders and OPP uniform supervisors provide full time supervision and support at all times.

The OPP is thoroughly familiar with the operation of the 9-1-1 PERS system, as it is a part of normal day-to-day operations. Our personnel have considerable experience in dealing with emergent situations and serving the public directly. This experience and fundamental orientation will be of benefit to the citizens of the Municipality.

Training

The provision of communications is a mission critical service for the OPP and as such, considerable resources and training are dedicated to these functions. A quality assurance program has been implemented to ensure employees are adequately trained and standard operating procedures are adhered to. All applicants for OPP communications operator positions are subjected to a rigorous screening process involving interviews, testing (CRITICAL), grammar and computer skills; and security checks. Once hired, they receive extensive training in a classroom environment, followed by practical training in the Provincial Communications Centre, and are matched with a peer monitor during their initial transition. The operation of 9-1-1 PERS is performed utilizing the Bell Canada Standards Manual. The OPP is a Primary and Secondary Public Safety Answering Point provider for numerous 9-1-1 services and operates in this environment continually.

Standards

The Provincial Communications Centres are guided by OPP Standard Operating Procedures that incorporates the Bell Canada Standards Manual. These procedures are applied consistently to all OPP 9-1-1 customers. The OPP currently has a service level objective of answering 95% of all 9-1-1 calls within 2 rings. This performance level is normally exceeded. Performance of all call answering activity is measured and reviewed daily. The 9-1-1 P-PSAP calls are the highest rated priority in the system and are always answered first.

Note: The standard ringing cycle is 6 seconds and is fixed by the telephone company. Accordingly, the maximum time for 2 ringing cycles is 12 seconds from start to finish.

Each Provincial Communications Centre is equipped with digital reader boards that display the number of calls waiting in the queues and the time for the longest outstanding call. The reader boards are programmed to sound an audible alarm at preset limits showing the number of calls waiting and the time for the longest outstanding call. Immediately upon an alarm sounding, prompt action is taken to address the situation to relieve pressure. Team leaders continually monitor call activity and assign duties as required by the situation. Use of this equipment facilitates efficiencies in call answering.

Redundancy and Back-up Sites

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location (another OPP Provincial Communications Centre) are equipped with the same types of equipment and provide equivalent operation and service.

Back Up Site: The operation of the Provincial Communications Centres is mission critical to the OPP. The OPP has developed plans to deal with various system failures or disasters. There are several options to deal with emergent situations up to and including transferring all operations to the back-up location. This includes 9-1-1 PERS service (P-PSAP and Secondary PSAP (S-PSAP)) and regular OPP direct dial services via 888-310-1122/33. It should also be noted the telephone company services (regular Central Office and 9-1-1 PERS) for both the North Bay Provincial Communications Centre and the back-up location are provided via a fiber ring that provided redundant access from the local Bell Central Office. Both locations are also served by different Bell digital multiplex system (DMS) switching systems.

Multi-Language/Hearing-Voice Impaired Calls

All 9-1-1 calls are initially answered in English. However, there are personnel on staff within each Provincial Communications Centre who are conversant in the French language. The OPP will respond, as provided by the French Language Services Act, to both verbal inquiries and written correspondence received in French. The OPP is a subscriber to Language Line Services (formally AT&T Language Services) and regularly use this service to access translation services. Each Provincial Communications Centre is equipped with two (2) TDD/TTY devices, which are connected to the telephone systems and 9-1-1 calls can be transferred as required. These devices are also utilized by the OPP to provide similar service through the direct dial 1-888-310-1133 number.

Multi-Channel Digital Logging Equipment

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location are equipped with multi-channel digital logging equipment. Multi channel digital recorders also provide continuous long-term storage on a 24-hour per day basis. The logger recordings are retained in a secure environment at the Provincial Communications Centres. The OPP utilizes the Digital Voice Disc (DVD) recorder system, which allows instantaneous access to all communications, including 9-1-1 calls within the Provincial Communications Centre. This includes, but is not limited to, queries about conversations over the radio system, tape requests, concerns from officers and dispatchers/call takers, and allows for the auditing of calls for quality control purposes. Records are retained for a five (5) year period. Recordings of 9-1-1 related calls are the property of the OPP and no ownership can be accorded to the Municipality. These records contain other proprietary information.

Automatic Number Identification/Automatic Location Identification (ANI/ALI)

All Bell 9-1-1 PERS ANI/ALI data and associated information received with each individual 9-1-1 call is recorded. The OPP is responsible for its own operations and can accommodate the reception of ANI/ALI data. The ANI/ALI data may be downstreamed to Secondary PSAP agencies.

The OPP is prepared to provide to authorized individuals, copies of audio recordings, as it directly pertains to the Municipality's P-PSAP operation for purposes of civil litigation and/or criminal proceedings. Requests for such information must be received in writing at least 5 days prior to the end of the five (5) year retention period for audio recordings. The OPP will retain the originals until such proceedings are complete.

Online Conferencing

The Bell PERS system has a maximum conference capability of three (3) parties. In operation, the P-PSAP will conference the originating 9-1-1 caller to the requested service (police/fire/ambulance). It is then the responsibility of the Secondary PSAP that receives the 9-1-1 call from the P-PSAP, to manage the situation and conference others as required. The OPP can add a fourth party (i.e. Language Line Services) via the Meridian conference feature.

Reports

The OPP will provide reports, the frequency of which shall be monthly or as determined in consultation with the Municipality, which will show the overall efficiency of the P-PSAP operation in answering 9-1-1 calls and the volume of calls handled for the Municipality.

The OPP notifies Bell of any identified addressing errors related to the ANI/ALI addressing database. As a standard practice, the OPP reports any noted failures of the 9-1-1 PERS system to Bell Canada.

Costs

The OPP determines the costs for this service based on the population of the community. The annual rate per capita is \$0.561.

Additional Charges:

The annual rate shall be reviewed at the end of every calendar year and it may be revised by the OPP based on changes to the residential population or to the per capita cost charged by the OPP. In the event that the residential population of the Municipality increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipality shall be obliged to pay the OPP the revised annual rate. The OPP shall determine the annual revisions to the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.

Allowances for Business Interruptions:

Due to the equipment redundancy and back-up provisions, the OPP do not expect any disruption to P-PSAP service. To date there has been no service interruptions to P-PSAP services that are attributable to the OPP. The OPP have committed significant resources to the telecommunications infrastructure to prevent disruptions and consequently are not offering any monetary allowances.

2019 9-1-1 COST SHARING ALLOCATIONS AS PER SECTION 3 OF OPERATING AGREEMENT

	2018 Population	2018 Households	Population/ Households	Percentage	Operating Costs 2018 Levy
Carling	1,220	1,794	3,014	8.862	1,316.77
Seguin	3,272	5,030	8,302	24.411	3,627.01
McDougall	2,266	1,932	4,198	12.344	1,834.04
McKellar	1,121	1,632	2,753	8.095	1,202.74
Parry Sound	4,958	3,144	8,102	23.823	3,539.64
Archipelago	711	3,338	4,049	11.906	1,768.94
Whitestone	821	1,913	2,734	8.039	1,194.44
Wasauksing	461	396	857	2.520	374.41
	14,830	19,179	34,009	100	14,858.00

Notes:

1. Population Data - Municipal Connect 2018 numbers
2. Household Data - MPAC returned roll, November 2018
3. Population & Household Data for Wasauksing First Nation confirmed by Band Office, March/06



**AGREEMENT FOR
THE PROVISION OF
9-1-1 PRIMARY PSAP SERVICES**

This Agreement made in two (2) originally executed copies.

AGREEMENT FOR THE PROVISION OF 9-1-1 PRIMARY PSAP SERVICES

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE
("O.P.P.")

OF THE FIRST PART

AND:

THE CORPORATIONS OF THE TOWN OF PARRY SOUND, THE TOWNSHIP OF MCDUGALL, THE TOWNSHIP OF CARLING, THE TOWNSHIP OF WHITESTONE, THE TOWNSHIP OF MCKELLAR, THE TOWNSHIP OF SEGUIN, THE TOWNSHIP OF ARCHIPELAGO AND WASAUKSING FIRST NATION
(the "Municipalities and First Nation")

OF THE SECOND PART

RECITALS:

- (a) **WHEREAS** Bell Canada has entered into an agreement with the Municipalities and First Nation to provide the Municipalities and First Nation with a 9-1-1 Public Emergency Reporting Service - Ontario;
- (b) **AND WHEREAS** it is the obligation of the Municipalities and First Nation under its agreement with Bell Canada to ensure that a Primary Public Safety Answering Point (PSAP) serves the Municipalities and First Nation;
- (c) **AND WHEREAS** the Municipalities and First Nation are permitted under its agreement with Bell Canada to contract with a third party for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (d) **AND WHEREAS** the Municipalities and First Nation wishes to contract with the O.P.P. for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (e) **AND WHEREAS** the Municipalities and First Nation confirms its adherence to this Agreement by executing it, as provided for herein, and providing the O.P.P. with a certified copy of the resolution or by-law authorizing it entering into this Agreement;

NOW THEREFORE, in consideration of the promises and covenants herein, the Parties agree as follows:

- 1.0 The Parties warrant that the recitals are true.

2.0 DEFINITIONS AND INTERPRETATION

2.1 In this Agreement:

- "9-1-1 call" means a phone call received at the Primary PSAP, which requires an emergency response, typically the transfer of the call to a Secondary PSAP.
- "9-1-1 PERS" means the Public Emergency Reporting Service - Ontario, which is a telecommunications service provided by Bell Canada pursuant to Bell Canada General Tariff Item 1400 to Municipalities for the delivery of 9-1-1 calls to the Primary and Secondary PSAP and pursuant to the agreement between Bell Canada and the Municipalities and First Nation.
- "Agreement" means this agreement and Schedule "A", which is attached to, and forms part of this Agreement.
- "ALI" means an Automatic Location Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, address and location data with respect to a telephone line from which the 9-1-1 Call originates.
- "ANI" means an Automatic Number Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, the telephone number of the primary exchange service that originates the 9-1-1 call.
- "Call Control" means a feature that allows the 9-1-1 call taker at the Primary PSAP to maintain control of the line upon which the 9-1-1 call was made regardless of calling party action.
- "Chief" means Chief for the Wasauksing First Nation.
- "Director" means the Director of Provincial Communications Operations, Communications and Technology Services Bureau.
- "ESZ" means an Emergency Services Zone, which is a geographic area served by a Secondary PSAP in the Municipalities and First Nation.
- "Mayor" or "Reeve" means Mayor or Reeve for the Municipalities.
- "Party" means the O.P.P. or the Municipality, and "Parties" shall mean both of them.
- "Primary PSAP" means the Primary Public Safety Answering Point serving the Municipalities and First Nation, and located at the O.P.P. Provincial Communications Centre (PCC), which is the first point of reception by the O.P.P. of 9-1-1 calls.
- "Secondary PSAP" means the communication center of a fire, police or ambulance agency, within an ESZ, to which 9-1-1 calls are transferred from the Primary PSAP, and for which the Secondary PSAP is then responsible for taking appropriate action.
- "Selective Routing and Transfer" means a feature that automatically routes a 9-1-1 call to the appropriate Primary or Secondary PSAP based upon the ANI of the telephone line from which the 9-1-1 call originates.

- 2.2 **Severability** - If any term of this Agreement shall be held to be illegal, invalid, unenforceable, null, void or inoperative by a court of competent jurisdiction, the remaining terms shall remain in full force and effect.
- 2.3 **Section Headings** - The section headings contained herein are for purposes of convenience only, and shall not be deemed to constitute a part of this Agreement, or affect the meaning or interpretation of this Agreement in any way.
- 2.4 **Entire Agreement** - This Agreement constitutes the entire agreement of the Parties, with respect to the provision and operation of services as defined hereunder and supersedes any previous agreement whether written or verbal. In the event of a conflict or inconsistency between this Agreement and a tender document such as request for proposals issued by the Municipalities and the First Nation for the provision of services as described hereunder or the proposal that the O.P.P. submitted in response to the tender document, this Agreement shall prevail to the extent of the conflict or inconsistency.
- 2.5 **Amendments** - Any amendments to this Agreement shall be in writing and shall not take effect until approved in writing by both Parties.

3.0 NOTICES

- 3.1 **Notice** - Any notice required pursuant to this Agreement shall be in writing and delivered personally, sent by facsimile transmissions ("FAX") or by registered mail to the following addresses:

To the Municipalities and First Nation

The Mayor
The Corporation of the Township of McKellar
P.O. Box 69
McKellar ON P0G 1C0
FAX: (705) 389-1244

To the O.P.P.

Attention: Director - Provincial Communications Operations
Communications and Technology Services Bureau
OPP General Headquarters
777 Memorial Avenue
Orillia ON L3V 7V3

Or to such other addresses either of the Parties may indicate in writing to the other. Any notice given in accordance with this Agreement shall be deemed to have been received upon delivery, if delivered personally, at the time of transmission if sent by FAX, or five (5) days after posting, if sent by registered mail.

- 3.2 **Notices in Writing** - All notices required under this Agreement shall be in writing.

4.0 RATES AND METHOD OF PAYMENT

4.1 The Municipalities and the First Nation shall pay the O.P.P. for providing and operating the Primary PSAP as follows:

- (a) **Amount of Annual Rate** - The Municipalities and First Nation shall be charged and shall be required to pay an annual rate of \$ 9,798.43 based on the Municipality's residential population of 17,466 at a per capita cost of \$ 0.561.
- (b) **Review of Annual Rate** - The annual rate specified in clause (a) shall be reviewed at the end of every calendar year and may be revised by the O.P.P. based on changes to the residential population or the per capita cost charged by the O.P.P. In the event that the residential population of the Municipalities or First Nation increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipalities and First Nation shall pay the revised annual rate. The O.P.P. shall determine the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.
- (c) **Invoices** - The first invoice shall be issued immediately to the Municipalities and First Nations upon the start of the Agreement. The Municipalities and First Nation shall subsequently be invoiced annually at the beginning of each calendar year, and the invoice shall cover the time period for the subsequent calendar year, or portion thereof that this Agreement is in effect.
- (d) **Payments** - Payments invoiced under this Agreement shall be made payable to the Minister of Finance, and payment shall be due no later than thirty (30) days following receipt of the invoice. Any payments which have become due and owing after this time period, in whole or in part, shall bear interest at the rate set by the Minister of Finance from time to time.

5.0 RESPONSIBILITIES OF THE O.P.P.

The O.P.P. shall manage and operate the Primary PSAP and:

- 5.1 Personnel** - Staff the Primary PSAP to answer and transfer 9-1-1 calls to the appropriate Secondary PSAP at a level appropriate with the 9-1-1 call volume in the Municipalities and the First Nation.
- 5.2 Equipment** - Provide, in its operation of the Primary PSAP, terminal equipment which permits the utilization of features provided by Bell Canada to the Municipalities and the First Nation under 9-1-1 PERS consisting of "ALI", "ANI", "Selective Routing and Transfer" and "Call Control" features, and such features can be adapted, where required, for callers who are hearing or voice impaired.
- 5.3 Hours** - Operate the Primary PSAP twenty four (24) hours a day, seven (7) days a week.
- 5.4 9-1-1 call Response** - Answer and transfer all 9-1-1 calls received by the Primary PSAP, and associated ANI/ALI information, to a designated Secondary PSAP within the proper ESZ, as deemed appropriate by Primary PSAP personnel. This shall include maintaining control of the line upon which each 9-1-1 call is received until the 9-1-1 call is confirmed as being transferred to the appropriate Secondary PSAP or until the 9-1-1 call is terminated.

- 5.5 **Record Retention** - Retain digital voice records of all 9-1-1 calls received at the Primary PSAP in accordance with O.P.P. policy, and hard copy records of all Bell PERS E911 ANI/ALI printer data for one hundred eighty (180) days from the date such records are created. The O.P.P. is prepared to provide, to authorized personnel, certified copies of audio recordings and/or copies of PERS printer data, as it directly pertains to the Primary PSAP for the purposes of civil litigation and/or criminal proceedings provided the request is received no later than five (5) days prior to the end of the retention period of the recordings or records. The O.P.P. shall retain the original recordings or records until the conclusion of any civil or criminal proceedings to which such records relate.
- 5.6 **Backup Primary PSAP** - Provide an operational backup Primary PSAP to which 9-1-1 calls shall be transferred at the discretion of the O.P.P. or Bell Canada in the event that the Primary PSAP is unable to receive the 9-1-1 calls.
- 5.7 **Non-English Callers** - Make reasonable efforts to respond to 9-1-1 calls from non-English callers, subject to the O.P.P.'s ability to access the services of a third party provider. The O.P.P. does not warrant that it shall be able to provide services to non-English callers, or that it shall be able to access such services from a third party provider.
- 5.8 **Reports** - Provide reports monthly, or as determined by the O.P.P. in consultation with the Municipalities and First Nation, which show the overall efficiency of the Primary PSAP in answering 9-1-1 calls, including the volume of 9-1-1 calls.

6.0 **RESPONSIBILITIES OF THE MUNICIPALITIES AND FIRST NATION**

The Municipalities and the First Nation shall:

- 6.1 **Payment** - Be responsible for the amount of payment in the manner, and within the timelines set out in Article 4.0 herein.
- 6.2 **Secondary PSAP** - Designate Secondary PSAP that are not O.P.P. Detachments for each and every ESZ in the Municipalities and First Nation which the Primary PSAP shall answer and transfer a 9-1-1 call, and co-ordinate the participation of all such Secondary PSAP in the manner required by this Agreement.
- 6.3 **Warranty** - Warrant and represent that each Secondary PSAP operates twenty-four (24) hours a day, seven (7) days a week, and shall answer and respond to all 9-1-1 calls directed to it from the Primary PSAP.
- 6.4 **9-1-1 PERS** - Notify the O.P.P. in writing immediately upon becoming aware of any changes to 9-1-1 PERS that shall affect, or are likely to affect the services the O.P.P. provides under this Agreement, or of any changes to, or the termination or expiry of any Agreement between the Municipalities and First Nation and Bell Canada related to 9-1-1 PERS.

7.0 INSURANCE AND LIMITATION OF LIABILITY

- 7.1 Insurance** - The Municipalities and the First Nation and the O.P.P. shall, during the term of this Agreement, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of the same to each other. If the Parties are self-insured, each Party shall provide to the other, evidence that is satisfactory to that Party that the Municipalities and First Nation and/or the O.P.P., as the case may be, is and shall be, at all relevant times, in a position to face successfully any monetary obligations stemming from liability under the Agreement.
- 7.2 Limitation of Liability** - Notwithstanding any other provision in this Agreement, the O.P.P. shall not be responsible or liable for any injury, death or property damage to the Municipalities and First Nation, its employees, subcontractors or agents, or for any claim by any third party against the Municipalities and First Nation, its employees, subcontractors or agents arising from:
- (a) **External Information** - The accuracy or completeness, or lack thereof, of any information the O.P.P. receives from the Municipalities and First Nation, Bell Canada or any other third party, which the O.P.P. relies on in providing services under this Agreement;
 - (b) **Equipment and Services** - Equipment or services provided by any other party (including the failure of any other party to provide equipment or services) which the O.P.P. uses and relies on to provide services under this Agreement including but not limited to:
 - (i) Equipment or services required to transfer services provided under this Agreement from any other party to the O.P.P.,
 - (ii) Services provided to non-English speakers who place 9-1-1 calls,
 - (iii) Services provided by Bell Canada to the Municipalities and First Nation under 9-1-1 PERS; and,
 - (iv) Services provided by Secondary PSAPs, which are not part of the O.P.P.
 - (c) **Call Volumes** - The inability of the O.P.P. to respond to 9-1-1 calls due to call volume that exceeds the capacity of the Primary PSAP, including the equipment and personnel who work at the Primary PSAP.
- 7.3 Survival** - Section 7.2 shall survive the termination or expiry of this Agreement.

8.0 COMPLIANCE WITH LAWS AND CONFIDENTIALITY

8.1 Compliance with Laws - Both Parties agree to comply with all applicable laws in effect in the Province of Ontario in performing their respective obligations and duties under this Agreement.

8.2 Confidential Information - Both Parties agree that except where required by law, or for the purpose of performing duties or obligations under this Agreement, neither Party shall directly or indirectly disclose, destroy, exploit or use, either during or after the term of this Agreement, any confidential information belonging to the other Party, unless the other Party has provided its written consent. Both Parties further agree that when this Agreement terminates or expires, they shall return all confidential information belonging to the other Party.

9.0 DISPUTE RESOLUTION

9.1 Dispute Resolution - Subject to Article 10.0 herein, if any dispute arises between the O.P.P. and the Municipalities and First Nation as to their respective rights and obligations under this Agreement, the Parties may use the following dispute resolution mechanism to resolve such disputes:

- (a) The Unit Commander of the Primary PSAP and the Municipalities' and the First Nation's Representative named in Section 3.1 herein shall attempt to settle the dispute within fifteen (15) business days of the dispute arising;
- (b) If the Unit Commander of the Primary PSAP and the Municipalities' and the First Nation's Representative are unable to settle the dispute within fifteen (15) business days of the dispute arising, they shall refer the dispute to the Director. The Director and the Municipalities' and First Nation's Representative shall attempt to resolve the dispute within fifteen (15) business days;
- (c) If the Parties are still unable to resolve the dispute, the Commissioner or the Deputy Commissioner of the O.P.P. and the Municipalities' and the First Nation's Representative agree to attempt to resolve the dispute within fifteen (15) business days; and,
- (d) If the Parties are still unable to resolve the dispute, each may, with the agreement of the other Party, refer the dispute to arbitration in accordance with the Arbitration Act, 1991, as amended.

10.0 TERM, TERMINATION AND RENEWAL

- 10.1 Term** - Subject to this Agreement being terminated in accordance with this Article, this Agreement shall be effective from June 06, 2019 until June 05, 2024.
- 10.2 Renewal** - This Agreement may be extended for an additional five (5) year term, if both Parties agree and serve notice to each other, at least six (6) months prior to the expiry of the Agreement. The same terms and conditions will apply to any extension, subject to section 10.1 herein.
- 10.3 Termination** - Either Party to this Agreement may terminate this Agreement without cause and without incurring any liability upon providing ninety (90) days written notice of termination to the other Party, in which case this Agreement shall terminate ninety (90) days following the delivery of such notice. Should a notice to terminate be given, the Municipalities and First Nation shall continue to be obligated to pay for the cost of the services described in this Agreement up to and including the date of such termination and the O.P.P. shall continue to be responsible to provide the services described in this Agreement up to and including the date of such termination.
- 10.4 Immediate Termination** - Either Party may terminate this Agreement immediately without incurring any liability if Bell Canada withdraws offering 9-1-1 PERS to the Municipalities and First Nation or if the Agreement between Bell Canada and the Municipalities and First Nation for the provision of 9-1-1 PERS is terminated or is expired and not renewed.

11.0 GENERAL

- 11.1 No Waiver** - The failure of a Party to this Agreement to enforce at any time any of the provisions of this Agreement or any of its rights in respect thereto or to insist upon strict adherence to any term of this Agreement shall not be considered to be a waiver of such provision, right or term or in any way to affect the validity of this Agreement.
- 11.2 Waiver in Writing** - Any waiver by any Party hereto of the performance of any of the provisions of this Agreement shall be effective only if in writing and signed by a duly authorized representative of such Party.
- 11.3 No Prejudice** - The exercise by any Party to this Agreement of any right provided by this Agreement shall not preclude or prejudice such Party from exercising any other right it may have under this Agreement, irrespective of any previous action or proceeding taken by it hereunder.
- 11.4 Restructuring** - The Municipalities and First Nation shall notify, and consult with the O.P.P. before the Municipalities' or First Nations boundaries are altered, the Municipalities or First Nation are amalgamated with another municipality or First Nation, the Municipalities or First Nation are dissolved or the legal status of the Municipalities or First Nation is subject to other substantive changes.
- 11.5 Relations** - The Agreement shall not create nor shall it be interpreted as creating any association, partnership, employment relationship or any agency relationship between the Parties.
- 11.6 Media** - Both Parties agree that they shall not at any time, directly or indirectly, communicate with the media in relation to this Agreement unless they first notify the other Party in writing.
- 11.7 Promotion** - Neither Party shall publicize or issue any publications related to this Agreement unless they first notify the other Party in writing.
- 11.8 Assignment** - Neither Party shall assign this Agreement or any portion thereof without the prior written consent of the other, which consent may not be arbitrarily withheld.
- 11.9 Force Majeure** - Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. The Parties agree that an event shall not be considered beyond one's reasonable control if a reasonable business person applying due diligence in the same or similar circumstances under the same or similar obligations as those contained in the Agreement would have put in place contingency plans to either materially mitigate or negate the effects of such event. If a Party seeks to excuse itself from its obligations under this Agreement due to a force majeure event, that Party shall immediately notify the other Party of the delay or non-performance, the reason for such delay or non-performance and the anticipated period of delay or non-performance.

IN WITNESS WHEREOF, each of the Municipalities and First Nation has affixed its Corporate Seal attested by the signature of its duly authorized signing officers, and the Provincial Commander of the O.P.P. has personally signed this Agreement to be effective as of the date set out herein.

The Corporation of the Town of Parry Sound

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of Carling

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of McDougall

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of McKellar

Mayor

Date: ____ day of _____, 20__

Clerk Administrator

Date: ____ day of _____, 20__

The Corporation of the Township of Seguin

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of Archipelago

Reeve

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Corporation of the Township of Whitestone

Mayor

Date: ____ day of _____, 20__

CAO/Clerk

Date: ____ day of _____, 20__

The Wasauksing First Nation

Chief

Date: ____ day of _____, 20__

Chief Executive Director

Date: ____ day of _____, 20__

Ontario Provincial Police (O.P.P.)

Provincial Commander

Date: ____ day of _____, 20__

SCHEDULE "A"

BYLAWS OF COUNCIL AND BAND COUNCIL RESOLUTION

Attached to and forming part of the Agreement between

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE

And

**THE CORPORATIONS OF THE TOWN OF PARRY SOUND, THE
TOWNSHIP OF MCDOUGALL, THE TOWNSHIP OF CARLING, THE
TOWNSHIP OF WHITESTONE, THE TOWNSHIP OF MCKELLAR, THE
TOWNSHIP OF SEGUIN, THE TOWNSHIP OF ARCHIPELAGO AND THE
WASAUKSING FIRST NATION**

REPORT TO COMMITTEE OF COUNCIL

REPORT # DPR 2019-03

DATE: April 24, 2019

REFERENCE: STAFF REPORT

TOTAL # PAGES: 2

TO: COMMITTEE OF COUNCIL

FROM: BRIAN LEDUC, DIRECTOR PARKS & RECREATION

SUBJECT: McDougall Recreation Centre Season Review

McDougall Recreation Centre

April 3rd was the last day of skating at the MRC. Another successful skating season has passed. The seasonal totals for our winter operation are; **1134 hours of available recreation ice time provided; 4925 persons visited; 13,617 person hours of recreation provided; 81 day operational season.**

This is the breakdown of our operation. The winter skating season for 2019 began on January 1st. From January 1 – March 7, the period was 66 days. During this time, the MRC was closed for 7 days sporadically due to mild weather. Thus 59 days of operation at 14 hours per day for a total of 826 hours of available recreation time. The normal schedule during this period has 35 (3 hour) sessions per week. The average session hosted 11 participants. Thus during this period, the McDougall Recreation Centre offered:

- 826 hours of ice time
- Averaged 11 persons per session (3 hour session) or 55 persons per day or 165 person recreation hours per day
- Equalling 1085 person recreation hours per week
- **TOTALING, 826 hours of open ice time, 3025 person visits, 9,735 person hours of recreation**

JAN – MAR Nobel School Skating 8 weeks

During this period, Nobel school averaged 114 children per week, each child skated an average of 1 hour, for 8 sessions each. Therefore, **912 children hours** of school skating was hosted at the MRC.

MAR 8 – MAR17, School March Break

During March Break the MRC was open every day for 8 days, operating a 14 hour 5 session holiday schedule. Each session averaged 16 persons. During March Break the McDougall Recreation Centre offered:

- 112 hours of ice time
- Hosted 80 persons per day
- Translating to 210 person hours of recreation per day
- **TOTALING, 112 hours of open ice time, 640 persons, 1920 person hours of recreation.**

MAR 18 – APR 3

This period was 17 days. During this time, the MRC was closed for 3 days sporadically due to mild weather. Thus 14 days of operation at 14 hours per day for a total of 196 hours of available recreation time. The normal schedule during this period has 35 (3 hour) sessions per week. The average session hosted 5 participants. Thus during this period, the McDougall Recreation Centre offered:

- 196 hours of ice time
- Averaged 5 persons per session (3 hour session) or 25 persons per day or 75 person recreation hours per day
- Equalling 525 person recreation hours per week
- **TOTALING, 196 hours of open ice time, 350 person visits, 1050 person hours of recreation**

REPORT TO COMMITTEE OF COUNCIL

REPORT # DPR 2019-04

DATE: April 24, 2019

REFERENCE: STAFF REPORT

TOTAL # PAGES:1

TO: COMMITTEE OF COUNCIL

FROM: BRIAN LEDUC, DIRECTOR PARKS & RECREATION

SUBJECT: Spring Season Update

Swim Program

The swim instruction staff have been hired and are ready for a new exciting season. They are two new members to our staff this year. Work on the upcoming class schedule has already begun and the first registration is Saturday May 25th.

Victoria Day Fireworks

The 49th annual fireworks show is ready to go for Saturday, May 18th. All arrangements, insurance certificates and notifications have been completed. The contractor is PyroWorld. The fireworks and show program has been completed.

Parks

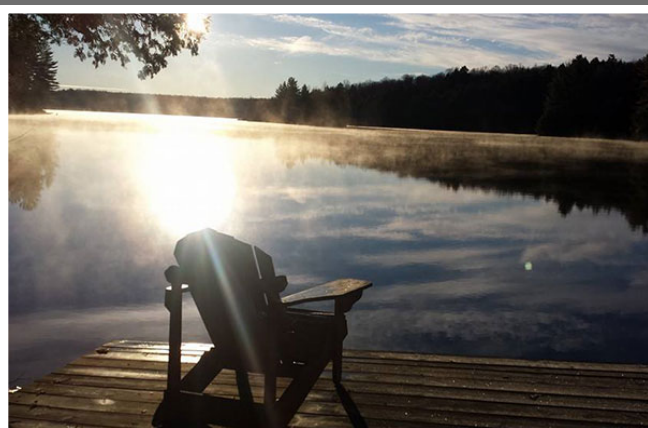
Our summer student returned from last year and has started work. High water is showing on all the inland beach parks. Normal spring work has begun.

McDougall Recreation Centre

Presently, we are preparing the MRC for summer operations. The Pickle Ball club is expected to begin play on April 30th.

2019

Municipality of McDougall Annual Budget



Our budget creates the financial capacity to provide quality service to enhance the safety, livability and prosperity of our community.

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Budget Introduction

The 2019 Municipality of McDougall budget focuses on the commitment to providing a vast array of services and programs to build and support a prosperous, growing and sustainable community. The cost to provide our core services while maintaining our aging infrastructure is becoming increasingly difficult. This puts pressure on the property tax base. Staff are continually looking for new ways to support growth, manage and improve our existing assets, and maintain organization sustainability and levels of service.

Elements of McDougall's Budget

- **Operating budget (tax-rate)** is for ongoing programs and services that are funded primarily through a combination of property taxes, user fees, grants and reserves and can be delivered by the Municipality or by one of our service partners (i.e. roads operations, parks, Social Services and OPP).
- **Operating budget (user-rate)** is for ongoing programs and services funded primarily through reserve funds and user fees intended to make the programs and services self-sustaining or near self-sustaining. McDougall currently has three user rate based operating budgets: water, wastewater and landfill.
- **Capital budget** is for projects designed to create, enhance or rehabilitate our network of assets, including infrastructure (roads, bridges, buildings etc.), land, equipment and vehicles. The capital budget is funded from a combination of property taxes, debt issuance, grants and reserves.

Budget & Financial Overview

Tax Based Operating Budget

The following summarizes the components that must be considered when developing the operating budget:

Maintaining Existing Service Levels

- The cost to maintain existing service levels, including the impact of prior decisions
 - Maintaining existing service levels increases every year due to inflationary pressures beyond our control (hydro, diesel, materials).
 - Prior year investments (or non investments) in capital items can impact the ongoing operational costs to maintain existing service levels

- To mitigate these net costs staff look for efficiencies for improvement and focus on capital strategies to help reduce operational costs

Debt & Reserve Management

- Implementing financial practices for debt and reserve management related to financing of capital
 - The provincial limit for debt servicing costs is 25%. McDougall has maintained a limit under the 25% threshold.
 - McDougall contributes annually to various other reserves to provide funding for specific commitments and long term financial projects
 - In order to reduce the reliance on debt and build appropriate capital reserves to support renewal needs and our asset management program, there is a focus to increase the annual contribution to the capital reserve. However, this isn't always a reality every year based on capital needs and renewals.

Service Partners

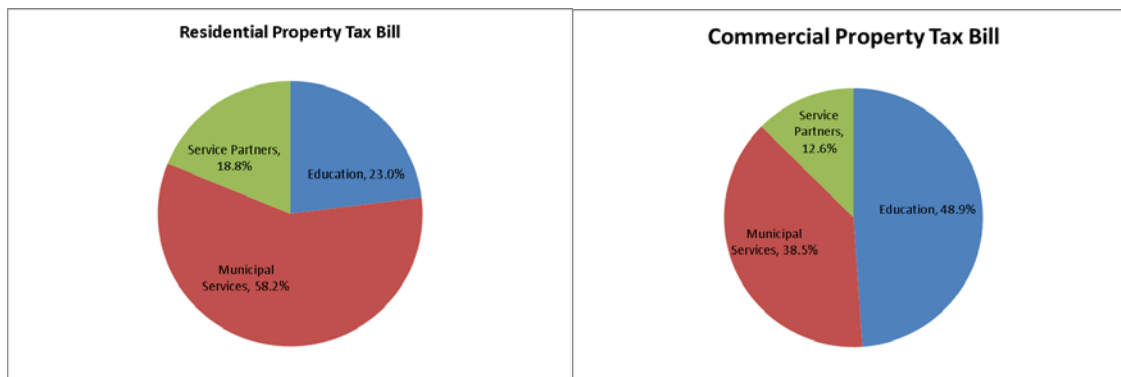
- Service Partner Requests (OPP, Health Unit, Ambulance, DSSAB, Belvedere, Library, Museum, etc.)
 - These Boards and Agencies have a legislated authority to establish budgets and levy taxes through the Municipality's tax rate. The Municipality has limited ability to revise their requests.
 - These requests comprise 18.8% of the property tax bill.

Property Tax Bill

Allocation of Property Tax Bill

In 2019, for an average home assessed at \$261,110, the proposed residential property tax bill increase of \$8 annually to \$1,927 will fund the following programs: Municipal non-user pay services \$1,121 (58.2%), Service Partners \$362 (18.8%) and education \$444 (23.0%).

The average commercial property owner contributes 49% of their tax dollar to education compared to a 23% contribution from residential. Commercial properties contribute proportionately less of their total tax payment to support municipal services. An industrial property tax bill has the same breakdown as a commercial property tax bill.



Your Property Tax Dollar

Every day the residents and businesses of McDougall use municipal services and see their tax dollars at work. In a typical day most residents will use or witness most services being provided:

- drive or walk on a municipal road
- play, swim or walk through a municipal park
- borrow a book from the library
- drop off garbage and recycling at the transfer station
- see a fire truck, a police car or an ambulance pass by them, knowing if they need these services they are available 24 hours a day, 7 days a week.
- some residents will use clean water from their taps; use wastewater services by flushing toilets or draining showers;

The Municipality of McDougall delivers many of these valued and essential services.

The municipality funds the service partners for ambulance, OPP, homes for the aged, and social services. McDougall children attend elementary and high schools funded by the education portion of the property tax bill.

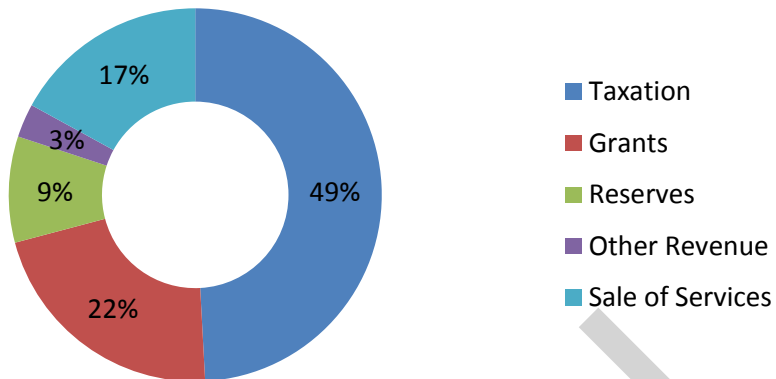
Where Your Property Taxes Go

An average home assessed at \$261,110, the proposed residential municipal property taxes (not including education) are \$1,483. Major services received and the total annual amounts paid per home for each are described on the following pages.

Transportation Services	\$527	<ul style="list-style-type: none"> - Road, bridge & trail maintenance of 130 km's - Snow clearing, ditch maintenance & brushing - Fleet maintenance for vehicles and equipment - Reserve transfer to fund future road investments - Debenture payments for previous road & street lighting projects
General Government & Administration	\$307	<ul style="list-style-type: none"> - Mayor, Council & meeting expenses - Administration and treasury services; including Administration building, Information Technology & Asset Management planning
Protection Services: Fire & By-Law	\$162	<ul style="list-style-type: none"> - The McDougall Fire department responded to 120 total calls for service, with an average dispatch time of 4.59 minutes in 2018. - With a total of 1237 emergency scene person hours accumulated - Department focuses on public education and enforcement programs focused on reducing our community risk
Ontario Provincial Police	\$144	<ul style="list-style-type: none"> - 24 hours a day, 7 days a week availability, 365 days a year - 298 calls responded to in 2018 - levy is set by OPP
District of Social Services	\$91	<ul style="list-style-type: none"> - Provides social service programming such as; Ontario Works, Children & Community Services
Ambulance	\$61	<ul style="list-style-type: none"> - Local ambulance services provided to Municipality of McDougall residents
Parks & Recreation	\$60	<ul style="list-style-type: none"> - 1 community building, 1 natural surface indoor arena, 10 parks, 5 beach facilities, 5.5km recreation trail, 1 Georgian Bay wharf
Waste Management	\$41	<ul style="list-style-type: none"> - 197 tonnes of recyclables diverted from the municipal landfill through the recycling program at the transfer station - Transfer station services all municipal households in McDougall, offers recycling as well as electronics recycling & scrap metal
Home for the aged: Belvedere Heights	\$33	<ul style="list-style-type: none"> - Annual service levy
Health Unit	\$23	<ul style="list-style-type: none"> - Annual service levy
Planning & Economic Development	\$17	<ul style="list-style-type: none"> - Supports planning department services, consultants, GIS & planning board fees - Other levies
Library	\$13	<ul style="list-style-type: none"> - Annual service levy
Museum	\$3	<ul style="list-style-type: none"> - Annual support
Total Municipal Tax	\$1,483	

2019 Operating & Capital Revenue

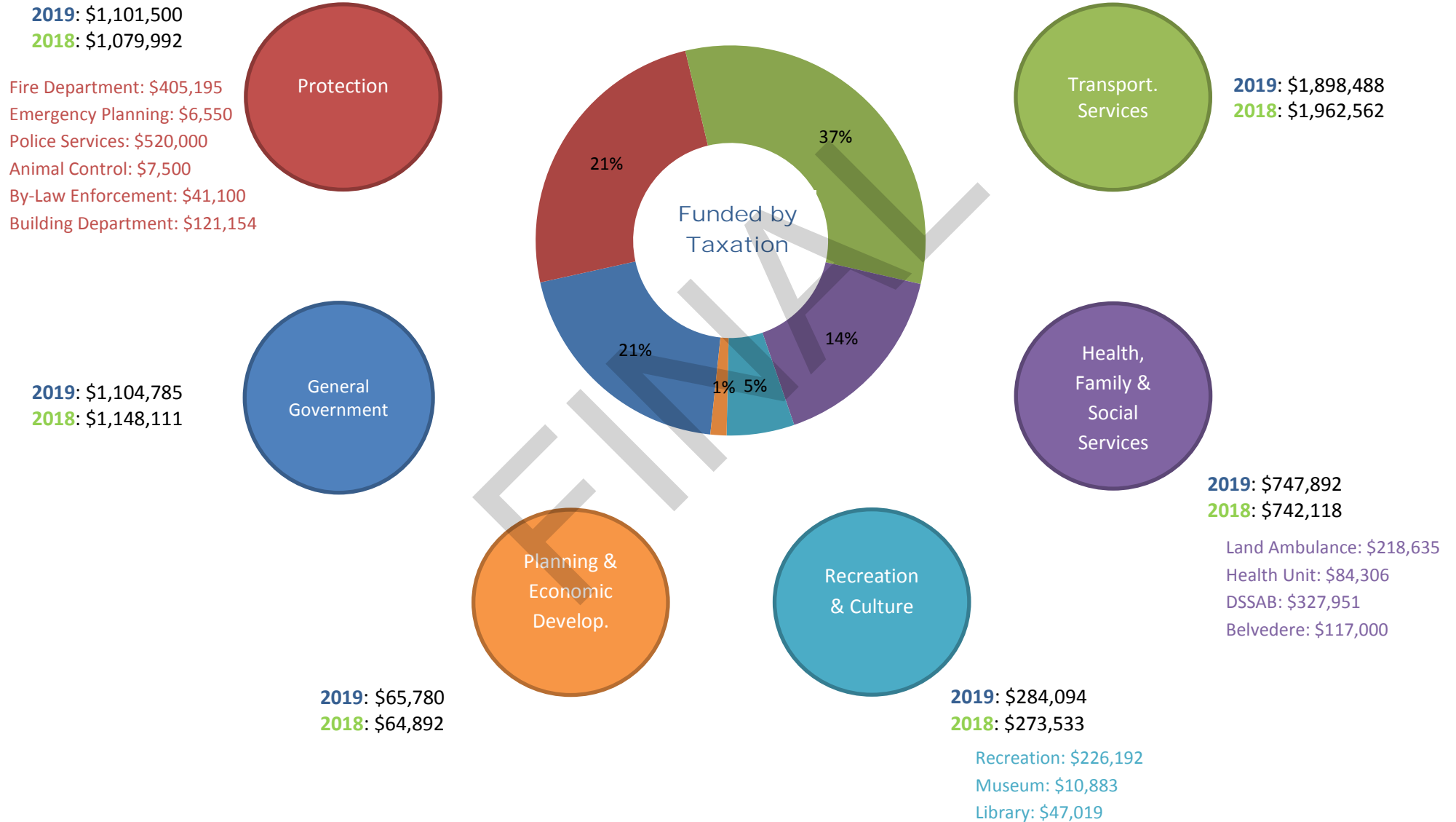
Sources of Revenue



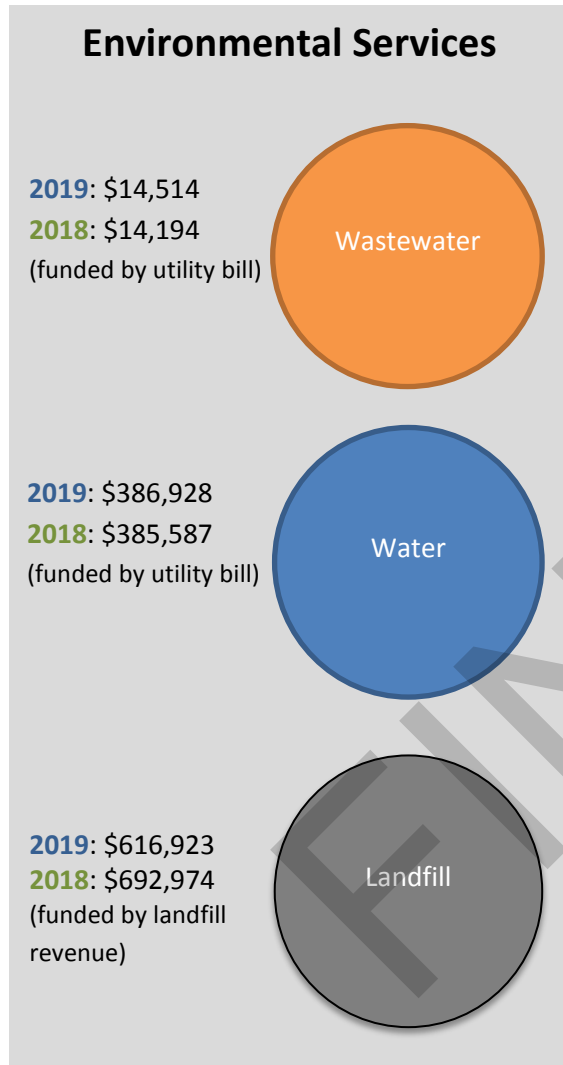
Revenue Highlights

- Proposed 0.54% property tax rate increase for additional tax revenue of \$82,690
- OMPF funding at 2019 rate of \$767,600
- CWWF Grant – Nobel Water System Looping \$91,634
- Federal Gas Tax One Time Top Up - \$172,313
- Provincial One Time Efficiency Fund - \$534,200

2019 Operating Costs (tax rate)



2019 Operating Costs (User rate)



Operating Costs Highlights

- Mayor & Council \$26,000 departmental expenditure increase largely in part by council remuneration changes
- Administration department decrease due to no reserve transfers to fund future office property/building.
- Asset Management Operations budget created to help fund asset management planning \$9,000
- Transportation Administration decrease due to benefit allocation, debenture payment requirements and a smaller reserve transfer
- Landfill decrease in expenditures largely due to a smaller reserve transfer \$76,000

2019 Capital Budget - Summary

Key Infrastructure Projects

Department	Project	Dollar Value
Transportation	Equipment – Tandem Plow Truck #1	275,000
	Equipment – Tandem Plow Truck #2	275,000
	Peninsula Shores Rd – Asphalt	200,000
	Pineridge Dr. Culvert	125,000
	Big Ben Rd – Asphalt	110,000
Parks & Recreation	McDougall Rd Culvert	65,000
	George Hunt Parking Lot – Pavement	40,000
	Nobel Church Acquisition	50,000
	Wellness Centre Study	36,000
	George Hunt Parking Lot – Lighting	15,000
	Parks – Guardrails	14,000
	Municipal signage	12,000
	Nobel Beach – Expansion	10,000
	Minor Capital Projects	31,000
	Nobel water system looping	126,182
Water System		
Landfill	Minor Capital Projects	350,000
General Government	Municipal Office Exterior Renovation	40,000
Fire	Minor Capital Projects	30,000
Total Capital Projects		\$1,804,182

Capital Budget Funding

Revenue Stream	Source	Dollar Value
Grants	OCIF (annual)	151,156
	OMPF (annual)	483,907
	Federal Gas Tax (annual)	163,937
	Federal Gas Tax – One Time Top Up	125,000
	CWWF (Application Intake Approved)	91,634
Reserves	Transfer to revenue	788,548
Total Capital Revenue		\$1,804,182



Municipality of McDougall

2019 Tax Supported Operating Budget Summary

Description	2018 Budget			2019 Budget			Budget Changes 2019/2018	
	Expenditures	Revenues	Net	Expenditures	Revenues	Net	\$	%
<u>General Revenue</u>	-	4,666,594	- 4,666,594	581,513	5,174,292	- 4,592,779	73,815	1.6%
<u>Education</u>	1,274,380	1,274,380	-	1,260,032	1,260,032	-	-	0.0%
<u>General Government</u>								
Mayor and Council	141,118	3,000	138,118	167,239	3,000	164,239	26,121	18.9%
Elections	22,200	17,000	5,200	4,200	-	4,200	- 1,000	-19.2%
Administration	680,598	39,125	641,473	609,753	39,986	569,767	- 71,706	-11.2%
Information Technology	65,000	16,050	48,950	71,500	26,550	44,950	- 4,000	-8.2%
Finance	239,195	221,000	18,195	243,093	173,250	69,843	51,648	283.9%
Asset Management	-	-	-	9,000	9,000	-	-	0.0%
<u>Protection: Persons and Properties</u>								
Fire Department	392,813	15,000	377,813	405,196	17,000	388,196	10,383	2.7%
Police Services: OPP contract	519,088	-	519,088	520,000	-	520,000	912	0.2%
By-Law Enforcement	43,200	250	42,950	41,100	500	40,600	- 2,350	-5.5%
Emergency Planning	3,550	-	3,550	6,550	-	6,550	3,000	84.5%
Animal Control	4,000	-	4,000	7,500	-	7,500	3,500	87.5%
Building Department	117,341	88,500	28,841	121,154	98,500	22,654	- 6,187	-21.5%
<u>Transportation Services</u>								
General	915,090	70,000	845,090	771,474	70,500	700,974	- 144,116	-17.1%
Operations	1,047,472	-	1,047,472	1,125,247	-	1,125,247	77,775	7.4%
<u>Environmental Services</u>								
Water System	385,587	385,587	-	386,928	386,928	-	-	0.0%
Wastewater	14,194	14,194	-	14,514	14,514	-	-	0.0%
Waste Management	135,136	-	135,136	146,503	-	146,503	11,367	8.4%
Landfill	692,974	943,000	- 250,026	616,923	918,000	- 301,077	- 51,051	-20.4%



Municipality of McDougall

2019 Tax Supported Operating Budget Summary

Description	2018 Budget			2019 Budget			Budget Changes 2019/2018	
	Expenditures	Revenues	Net	Expenditures	Revenues	Net	\$	%
<u>Health/Social/Family Services</u>								
Land Ambulance	213,301	-	213,301	218,635	-	218,635	5,334	2.5%
Health Unit	88,187	-	88,187	84,306	-	84,306	- 3,881	-4.4%
DSSAB	324,536	-	324,536	327,951	-	327,951	3,415	1.1%
Belvedere	116,094	-	116,094	117,000	-	117,000	906	0.8%
<u>Recreation & Culture</u>								
Parks Department	217,021	12,450	204,571	226,192	9,550	216,642	12,071	5.9%
Culture								
Museum	10,648	-	10,648	12,650	-	12,650	2,002	18.8%
Library	45,864	7,349	38,515	47,019	7,350	39,669	1,154	3.0%
<u>Planning & Economic Development</u>	64,892	-	64,892	65,780	-	65,780	888	1.4%
Total Operating Budget	7,773,479	7,773,479	-	8,208,952	8,208,952	-	-	-
Total Capital Budget	2,111,507	2,111,507	-	1,804,182	1,804,182	-	-	-
Total Budget	9,884,986	9,884,986	-	10,013,134	10,013,134	-	-	-

Budget Department by Category



From Category: 300 To Category: 440

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
General Municipal Property Tax						
1-3-00300-0400	Municipal Taxation - Residential	-4,008,261	-4,007,498	-4,137,355	-129,094	3.12
1-3-00300-0401	Municipal Taxation - Commercial	-50,653	-50,653	-53,942	-3,289	6.10
1-3-00300-0402	Municipal Taxation - Industrial	-17,732	-14,945	-16,105	1,627	-10.10
1-3-00300-0403	Municipal Taxation - Farmlands	-1,263	-1,263	-1,387	-124	8.94
1-3-00300-0404	Municipal Taxation - Managed Forests	-8,140	-8,141	-8,397	-257	3.06
1-3-00300-0410	Municipal Supplemental - Residential	-35,000	-23,213	-25,000	10,000	-40.00
1-3-00300-0411	Municipal Supplemental - Commercial	0	-2,958	0	0	0.00
Total Revenue		-4,121,049	-4,108,671	-4,242,186	121,137	
1-4-00300-0410	Taxes Written Off - Residential	0	3,970	0	0	0.00
1-4-00300-0411	Taxes Written Off - Commercial	0	929	0	0	0.00
1-4-00300-0412	Taxes Written Off - Industrial	0	2,048	0	0	0.00
Total Expenditure		0	6,947	0	0	
General Municipal Property Tax (Surplus)/Deficit		-4,121,049	-4,101,724	-4,242,186	121,137	



From Category: 300 To Category: 440
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Payments in Lieu						
1-3-00310-0420	PIL - Tax Assistance Program	-15,000	-15,589	-15,000	0	0.00
1-3-00310-0421	PIL - Ontario Hydro	-14,000	-14,313	-14,000	0	0.00
1-3-00310-0422	PIL - Railway Right Of Way	-19,600	-27,386	-27,000	-7,400	27.41
1-3-00310-0423	Education PIL	-4,046	-27,276	0	4,046	0.00
Total Revenue		-52,646	-84,564	-56,000	3,354	
Payments in Lieu (Surplus)/Deficit		-52,646	-84,564	-56,000	3,354	

FINAL



Budget Department by Category

From Category: 400 To Category: 440
 Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
English Public Education Property Tax						
1-3-00400-0400	English Public Education Taxation - Resi	-1,132,598	-1,138,223	-1,127,979	4,619	-0.41
1-3-00400-0403	English Public Education Taxation - Farm	-380	-380	-376	4	-1.06
1-3-00400-0404	English Public Education Taxation - Mana	-2,449	-2,449	-2,426	23	-0.95
1-3-00400-0410	English Public Education Taxation - Supp	0	-6,254	0	0	0.00
Total Revenue		-1,135,427	-1,147,306	-1,130,781	-4,646	
1-4-00400-1192	Taxes Written Off - English Public	0	1,224	0	0	0.00
1-4-00400-2050	School Board Requisitions - English Publ	1,201,273	1,229,336	1,186,618	-14,655	-1.24
Total Expenditure		1,201,273	1,230,560	1,186,618	-14,655	
English Public Education Property Tax (Surplus)/Deficit		65,846	83,254	55,837	10,009	
Report Total -->		65,846	83,254	55,837	10,009	



Budget Department by Category

From Category: 400 To Category: 440
 Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
English Seperate Education Property Tax						
1-3-00410-0400	English Separate Education Taxation - Re	-73,107	-66,305	-65,708	7,399	-11.26
1-3-00410-0410	English Separate Education Taxation - Su	0	-765	0	0	0.00
Total Revenue		-73,107	-67,070	-65,708	-7,399	
1-4-00410-2050	School Board Requisitions - English Sepa	73,107	71,138	73,414	307	0.42
Total Expenditure		73,107	71,138	73,414	307	
English Seperate Education Property Tax (Surplus)/Deficit		0	4,068	7,706	-7,706	
Report Total -->		65,846	87,322	63,543	2,303	

FINAL



From Category: 400 To Category: 440
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
French Public Education Property Tax						
1-3-00420-0400	French Public Education Taxation - Resid	0	-383	0	0	0.00
Total Revenue		0	-383	0	0	
1-4-00420-2050	School Board Requisitions - French Publi	0	383	0	0	0.00
Total Expenditure		0	383	0	0	
French Public Education Property Tax (Surplus)/Deficit		0	0	0	0	
Report Total -->		65,846	87,322	63,543	2,303	

FINAL

Budget Department by Category

Date : Apr 23, 2019

Time : 8:20 am



From Category: 400 To Category: 440
 Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
French Seperate Education Property Tax						
1-3-00430-0400	French Separate Education Taxation - Re	0	-565	0	0	0.00
	Total Revenue	0	-565	0	0	
1-4-00430-2050	School Board Requisitions - French Sepai	0	565	0	0	0.00
	Total Expenditure	0	565	0	0	
	French Seperate Education Property Tax (Surplus)/Deficit	0	0	0	0	
Report Total -->		65,846	87,322	63,543	2,303	

FINAL



Budget Department by Category

From Category: 400 To Category: 440
 Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
No Support Education Property Taxes						
1-3-00440-0401	No Support Education Taxation - Comm	-48,666	-48,666	-51,950	-3,284	6.32
1-3-00440-0402	No Support Education Taxation - Industri	-13,134	-11,070	-11,593	1,541	-13.29
1-3-00440-0410	No Support Education Taxation - Supp	0	-2,842	0	0	0.00
Total Revenue		-61,800	-62,578	-63,543	1,743	
1-4-00440-1192	Taxes Written Off - No Support	0	2,486	0	0	0.00
Total Expenditure		0	2,486	0	0	
No Support Education Property Taxes (Surplus)/Deficit		-61,800	-60,092	-63,543	1,743	
Report Total -->		4,046	27,230	0	4,046	

FINAL



From Category: 500 To Category: 1100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Ontario Municipal Partnership Fund						
1-3-00500-0430	Ontario Municipal Partnership Fund	-496,945	-496,945	-294,593	202,352	-68.69
Total Revenue		-496,945	-496,945	-294,593	-202,352	
Ontario Municipal Partnership Fund (Surplus)/Deficit		-496,945	-496,945	-294,593	-202,352	

FINAL



From Category: 501 To Category: 502
Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Ontario Specific Grants						
1-3-00501-0431	Ontario Specific Grants	0	0	-534,200	-534,200	100.00
Total Revenue		0	0	-534,200	534,200	
1-4-00501-3000	Transfer to Reserves	0	0	534,200	534,200	100.00
Total Expenditure		0	0	534,200	534,200	
Ontario Specific Grants (Surplus)/Deficit		0	0	0	0	
Report Total -->		0	0	0	0	

FINAL



From Category: 502 To Category: 502
Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Federal Specific Grants						
1-3-00502-0435	Federal Gas Tax Program - AMO	0	0	-47,313	-47,313	100.00
Total Revenue		0	0	-47,313	47,313	
1-4-00502-3000	Transfer to Reserves	0	0	47,313	47,313	100.00
Total Expenditure		0	0	47,313	47,313	
Federal Specific Grants (Surplus)/Deficit		0	0	0	0	
Report Total -->		0	0	0	0	

FINAL

MUNICIPALITY OF MCDougall
Budget Department by Category



From Category: 500 To Category: 1100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Interest, Penalties and Commissions						
1-3-00800-0440	Penalties & Interest on Taxes	-70,000	-67,655	-70,000	0	0.00
Total Revenue		-70,000	-67,655	-70,000	0	
Interest, Penalties and Commissions (Surplus)/Deficit		-70,000	-67,655	-70,000	0	

FINAL



From Category: 500 To Category: 1100
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Other Revenue						
1-3-00850-0450	Interest Income	-17,000	-51,242	-20,000	-3,000	15.00
1-3-00850-0455	Tax Certificates	-5,000	-3,899	-5,000	0	0.00
1-3-00850-0457	NSF Fees	-500	-410	-500	0	0.00
1-3-00850-0460	Shore Road Allowance Admin Fee	-1,000	-35	-250	750	-300.00
1-3-00850-0461	Planning Admin Fee	-2,500	-2,550	-2,500	0	0.00
1-3-00850-0462	P.O.A. Fines Recovered	-30,000	-28,919	-30,000	0	0.00
1-3-00850-0463	Sale Of Municipal Property	-30,000	-8,056	-10,000	20,000	-200.00
1-3-00850-0464	Other Revenues	-65,000	-38,766	-35,000	30,000	-85.71
Total Revenue		-151,000	-133,877	-103,250	-47,750	
Other Revenue (Surplus)/Deficit		-151,000	-133,877	-103,250	-47,750	

Budget Department by Category



From Category: 500 To Category: 1100
 Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Mayor & Council						
1-3-01000-0437	Recovery of Expenses - Council	-3,000	-3,055	-3,000	0	0.00
	Total Revenue	-3,000	-3,055	-3,000	0	
1-4-01000-1115	Remuneration - Council	97,818	97,940	112,218	14,400	12.83
1-4-01000-1116	Special Meetings - Council	1,000	2,199	2,000	1,000	50.00
1-4-01000-1120	Payroll Overhead Burden Council	6,300	6,618	6,990	690	9.87
1-4-01000-1121	OMERS - Council	5,000	4,993	10,100	5,100	50.50
1-4-01000-1122	Employee Benefits - Council	6,500	8,171	8,181	1,681	20.55
1-4-01000-1131	Telephone - Council	750	540	750	0	0.00
1-4-01000-1137	Memberships/Subscriptions - Council	2,400	2,167	2,400	0	0.00
1-4-01000-1141	Meeting Costs - Council	800	1,339	1,000	200	20.00
1-4-01000-1150	Computer Operation & Supplies - Council	2,100	2,103	2,100	0	0.00
1-4-01000-1160	Workshops/Training Courses - Council	1,000	30	1,000	0	0.00
1-4-01000-1161	Conferences - Council	5,000	8,472	5,000	0	0.00
1-4-01000-1162	Mileage - Council	2,000	2,557	2,000	0	0.00
1-4-01000-1170	Insurance - Council	1,250	2,012	2,000	750	37.50
1-4-01000-1175	Professional Fees Legal - Council	0	0	2,500	2,500	100.00
1-4-01000-1183	Miscellaneous - Council	200	0	0	-200	0.00
1-4-01000-1185	Donations - Council	9,000	6,921	9,000	0	0.00
	Total Expenditure	141,118	146,062	167,239	26,121	
	Mayor & Council (Surplus)/Deficit	138,118	143,007	164,239	-26,121	

MUNICIPALITY OF MCDUGALL
Budget Department by Category



From Category: 500 To Category: 1100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Table with 7 columns: Account Code, Account Description, 2018 FINAL BUDGET, 2018 ACTUAL VALUES, 2019 FINAL BUDGET, Variance, Var %. Rows include General Operating Fund, Revenue, Elections, and specific account codes like 1-3-01100-0464 and 1-4-01100-1181.

FINAL

Budget Department by Category



From Category: 1200 To Category: 1225

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Administration						
1-3-01200-0437	Recovery of Expenses - Administration	-39,125	-39,117	-39,986	-861	2.15
	Total Revenue	-39,125	-39,117	-39,986	861	
1-4-01200-1000	Salaries Full Time - Admin	288,560	278,771	305,671	17,111	5.60
1-4-01200-1002	Wages Overtime - Admin	1,200	693	1,000	-200	-20.00
1-4-01200-1003	Wages Vacation - Admin	0	1,016	0	0	0.00
1-4-01200-1120	Payroll Overhead Burden - Admin	25,228	27,130	27,115	1,887	6.96
1-4-01200-1121	OMERS - Admin	30,980	31,420	32,841	1,861	5.67
1-4-01200-1122	Employee Benefits - Admin	29,150	21,381	24,006	-5,144	-21.43
1-4-01200-1130	Office Supplies/Materials - Admin	5,000	2,641	4,000	-1,000	-25.00
1-4-01200-1131	Telephone - Admin	6,600	7,716	7,000	400	5.71
1-4-01200-1132	Internet Service - Admin	1,800	1,494	1,800	0	0.00
1-4-01200-1133	Postage/Courier - Admin	9,000	7,613	8,000	-1,000	-12.50
1-4-01200-1134	Printing/Photocopy Costs - Admin	1,000	4,579	4,500	3,500	77.78
1-4-01200-1135	Supplies/Services - Admin	3,000	5,827	4,000	1,000	25.00
1-4-01200-1136	Advertising - Admin	2,000	655	1,000	-1,000	-100.00
1-4-01200-1137	Memberships/Subscriptions - Admin	4,000	4,348	3,000	-1,000	-33.33
1-4-01200-1138	Food & Beverage - Admin	1,500	2,332	2,000	500	25.00
1-4-01200-1145	Office Equipment - Admin	2,500	8,927	2,500	0	0.00
1-4-01200-1150	Computer Operation & Supplies - Admin	5,000	5,000	5,000	0	0.00
1-4-01200-1160	Workshops/Training Courses - Admin	5,000	3,067	5,000	0	0.00
1-4-01200-1161	Conferences - Admin	1,500	3,237	2,000	500	25.00
1-4-01200-1162	Mileage - Admin	800	512	800	0	0.00
1-4-01200-1163	Health & Safety - Admin	300	329	300	0	0.00
1-4-01200-1170	Insurance - Admin	10,000	15,615	15,000	5,000	33.33
1-4-01200-1175	Professional Fees Legal - Admin	12,000	27,506	12,000	0	0.00
1-4-01200-1176	Professional Fees Audit - Admin	16,000	13,035	16,000	0	0.00
1-4-01200-1180	Staff Appreciation - Admin	5,600	7,862	7,000	1,400	20.00
1-4-01200-1183	Miscellaneous - Admin	1,000	-28	1,000	0	0.00
1-4-01200-2040	Annual Levy - MPAC	87,331	84,736	84,745	-2,586	-3.05
1-4-01200-3000	Transfer to Reserves - Admin	81,604	81,604	0	-81,604	0.00
	Total Expenditure	637,653	649,018	577,278	-60,375	
	Administration (Surplus)/Deficit	598,528	609,901	537,292	61,236	
	Report Total -->	598,528	609,901	537,292	61,236	

Budget Department by Category



From Category: 1200 To Category: 1225

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Admin Buildings						
1-4-01225-2001	Water/Wastewater - Admin Bldg	945	945	975	30	3.08
1-4-01225-2002	Hydro - Admin Bldg	14,000	12,316	14,000	0	0.00
1-4-01225-2003	Maintenance Supplies - Admin Bldg	500	123	500	0	0.00
1-4-01225-2004	Maintenance Repairs - Admin Bldg	4,000	2,951	2,500	-1,500	-60.00
1-4-01225-2005	Equipment & Repairs - Admin Bldg	15,000	31,828	5,000	-10,000	-200.00
1-4-01225-2007	Grounds Maintenance - Admin Bldg	500	1,088	1,000	500	50.00
1-4-01225-2008	Janitorial Cleaning Contracts - Admin BI	8,000	7,930	8,500	500	5.88
Total Expenditure		42,945	57,181	32,475	-10,470	
Admin Buildings (Surplus)/Deficit		42,945	57,181	32,475	10,470	
Report Total -->		641,473	667,082	569,767	71,706	

Budget Department by Category



From Category: 1300 To Category: 1500
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Information Technology						
1-3-01300-0437	Recovery of Expenses - IT	-16,050	-20,050	-20,050	-4,000	19.95
1-3-01300-0575	Transfer from Reserves - IT	0	0	-6,500	-6,500	100.00
Total Revenue		-16,050	-20,050	-26,550	10,500	
1-4-01300-1150	Computer Operation & Supplies - IT	20,000	30,920	20,000	0	0.00
1-4-01300-1151	Consultation Services - IT	45,000	26,933	45,000	0	0.00
1-4-01300-1152	Website - IT	0	0	6,500	6,500	100.00
Total Expenditure		65,000	57,853	71,500	6,500	
Information Technology (Surplus)/Deficit		48,950	37,803	44,950	4,000	

FINAL

Budget Department by Category



From Category: 1300 To Category: 1500

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Finance						
1-3-01400-0437	Recovery of Expenses - Finance	0	-11,698	0	0	0.00
	Total Revenue	0	-11,698	0	0	
1-4-01400-1000	Salaries Full Time - Finance	158,600	159,086	162,087	3,487	2.15
1-4-01400-1002	Wages Overtime - Finance	1,000	45	500	-500	-100.00
1-4-01400-1120	Payroll Overhead Burden - Finance	14,200	15,045	15,742	1,542	9.80
1-4-01400-1121	OMERS - Finance	17,000	16,977	17,163	163	0.95
1-4-01400-1122	Employee Benefits - Finance	14,845	12,739	12,801	-2,044	-15.97
1-4-01400-1131	Telephone - Finance	1,000	1,004	1,000	0	0.00
1-4-01400-1136	Advertising - Finance	500	134	250	-250	-100.00
1-4-01400-1137	Memberships/Subscriptions - Finance	3,500	1,728	2,000	-1,500	-75.00
1-4-01400-1150	Computer Operation & Supplies - Finance	2,050	2,050	2,050	0	0.00
1-4-01400-1160	Workshops/Training Courses - Finance	3,500	2,913	3,500	0	0.00
1-4-01400-1161	Conferences - Finance	4,000	6,180	5,000	1,000	20.00
1-4-01400-1162	Mileage - Finance	1,500	1,414	1,500	0	0.00
1-4-01400-1191	Service Charges - Finance	15,000	17,057	17,000	2,000	11.76
1-4-01400-1192	Taxes Written Off - Finance	2,500	694	2,500	0	0.00
	Total Expenditure	239,195	237,066	243,093	3,898	
	Finance (Surplus)/Deficit	239,195	225,368	243,093	-3,898	

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 1300 To Category: 1500
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Asset Management						
1-3-01500-0575	Transfer from Reserves - Asset Mgmt	0	0	-9,000	-9,000	100.00
Total Revenue		0	0	-9,000	9,000	
1-4-01500-1151	Consultation Services - Asset Mgmt	0	0	7,000	7,000	100.00
1-4-01500-1160	Workshops/Training Courses - Asset Mgr	0	0	2,000	2,000	100.00
Total Expenditure		0	0	9,000	9,000	
Asset Management (Surplus)/Deficit		0	0	0	0	

FINAL



Budget Department by Category

From Category: 2000 To Category: 2050

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Fire - General						
1-3-02000-0437	Recovery of Expenses - Fire	-5,000	-4,200	-5,000	0	0.00
1-3-02000-0495	Firefighting Rescue Response - MTO	-10,000	-21,000	-12,000	-2,000	16.67
Total Revenue		-15,000	-25,200	-17,000	2,000	
1-4-02000-1000	Salaries Full Time - Fire	72,390	73,320	73,990	1,600	2.16
1-4-02000-1001	Salaries Part Time - Fire	125,400	105,813	120,000	-5,400	-4.50
1-4-02000-1120	Payroll Overhead Burden - Fire	19,336	21,770	22,108	2,772	12.54
1-4-02000-1121	OMERS - Fire	8,180	8,209	8,248	68	0.82
1-4-02000-1122	Employee Benefits - Fire	6,112	5,241	6,200	88	1.42
1-4-02000-1130	Office Supplies/Materials - Fire	400	12	300	-100	-33.33
1-4-02000-1131	Telephone - Fire	3,200	2,504	2,500	-700	-28.00
1-4-02000-1132	Internet Service - Fire	950	1,086	1,100	150	13.64
1-4-02000-1135	Supplies/Services - Fire	1,500	79	1,500	0	0.00
1-4-02000-1136	Advertising - Fire	450	0	450	0	0.00
1-4-02000-1137	Memberships/Subscriptions - Fire	300	259	300	0	0.00
1-4-02000-1138	Food & Beverage - Fire	500	346	500	0	0.00
1-4-02000-1139	Clothing Allowance - Fire	300	0	300	0	0.00
1-4-02000-1140	Uniforms - Fire	3,000	3,126	3,000	0	0.00
1-4-02000-1145	Office Equipment - Fire	200	175	200	0	0.00
1-4-02000-1150	Computer Operation & Supplies - Fire	1,500	1,500	1,500	0	0.00
1-4-02000-1160	Workshops/Training Courses - Fire	2,500	1,525	2,000	-500	-25.00
1-4-02000-1161	Conferences - Fire	750	49	750	0	0.00
1-4-02000-1162	Mileage - Fire	8,000	6,375	8,000	0	0.00
1-4-02000-1163	Health & Safety - Fire	500	815	750	250	33.33
1-4-02000-1170	Insurance - Fire	18,000	23,835	24,000	6,000	25.00
1-4-02000-1183	Miscellaneous - Fire	500	359	500	0	0.00
1-4-02000-2026	Radio Maintenance - Fire	2,500	2,643	2,500	0	0.00
1-4-02000-2027	Radio Licences - Fire	1,550	1,550	1,550	0	0.00
1-4-02000-2060	Safety Equipment/Prot. Clothing - Fire	13,500	14,852	13,500	0	0.00
1-4-02000-2061	Firefighting Tools/Equipment - Fire	18,000	15,381	18,000	0	0.00
1-4-02000-2062	Mutual Aid Agreement - Fire	700	1,117	1,000	300	30.00
1-4-02000-2063	Fire Prevention - Fire	700	1,565	750	50	6.67
1-4-02000-2064	Forest Fire Management Fee - Fire	4,400	4,354	4,550	150	3.30
1-4-02000-2065	Expendable Supplies - Fire	2,000	2,761	2,000	0	0.00
1-4-02000-2066	Central Communications - Fire	3,900	3,782	3,800	-100	-2.63
1-4-02000-3000	Transfer to Reserves - Fire	15,000	21,000	15,000	0	0.00
Total Expenditure		336,218	325,403	340,846	4,628	
Fire - General (Surplus)/Deficit		321,218	300,203	323,846	-2,628	
Report Total -->		321,218	300,203	323,846	-2,628	



From Category: 2000 To Category: 2050
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Fire Building - #1 Nobel						
1-4-02025-2000	Heating - #1 Nobel	2,100	1,632	2,000	-100	-5.00
1-4-02025-2001	Water/Wastewater - #1 Nobel	945	945	950	5	0.53
1-4-02025-2002	Hydro - #1 Nobel	11,500	12,582	11,750	250	2.13
1-4-02025-2003	Maintenance Supplies - #1 Nobel	350	87	350	0	0.00
1-4-02025-2004	Maintenance Repairs - #1 Nobel	2,000	1,932	2,000	0	0.00
1-4-02025-2005	Equipment & Repairs - #1 Nobel	1,500	3,010	2,150	650	30.23
Total Expenditure		18,395	20,188	19,200	805	
Fire Building - #1 Nobel (Surplus)/Deficit		18,395	20,188	19,200	-805	
Report Total -->		339,613	320,391	343,046	-3,433	

Budget Department by Category



From Category: 2000 To Category: 2050

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Fire Building - #2 Waubamik						
1-4-02030-2000	Heating - #2 Waubamik	2,000	3,427	3,100	1,100	35.48
1-4-02030-2002	Hydro - #2 Waubamik	2,300	1,653	2,000	-300	-15.00
1-4-02030-2003	Maintenance Supplies - #2 Waubamik	500	808	500	0	0.00
1-4-02030-2004	Maintenance Repairs - #2 Waubamik	1,500	534	1,500	0	0.00
1-4-02030-2005	Equipment & Repairs - #2 Waubamik	1,500	1,277	1,200	-300	-25.00
Total Expenditure		7,800	7,699	8,300	500	
Fire Building - #2 Waubamik (Surplus)/Deficit		7,800	7,699	8,300	-500	
Report Total -->		347,413	328,090	351,346	-3,933	

MUNICIPALITY OF MCDougall
Budget Department by Category



From Category: 2000 To Category: 2050
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Fire Vehicles						
1-4-02050-2200	Vehicles - Fire	23,900	24,820	29,850	5,950	19.93
1-4-02050-2203	Fuel - Fire	6,500	7,270	7,000	500	7.14
Total Expenditure		30,400	32,090	36,850	6,450	
Fire Vehicles (Surplus)/Deficit		30,400	32,090	36,850	-6,450	
Report Total -->		377,813	360,180	388,196	-10,383	

FINAL



From Category: 2100 To Category: 2400
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Ontario Provincial Police						
1-4-02100-2040	Ontario Provincial Police	519,088	514,457	520,000	912	0.18
Total Expenditure		519,088	514,457	520,000	912	
Ontario Provincial Police (Surplus)/Deficit		519,088	514,457	520,000	-912	

FINAL



From Category: 2100 To Category: 2400
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Bylaw Enforcement						
1-3-02200-0500	Bylaw Enforcement Fines	-250	-2,500	-500	-250	50.00
Total Revenue		-250	-2,500	-500	250	
1-4-02200-1130	Office Supplies/Materials - Bylaw	400	0	300	-100	-33.33
1-4-02200-1160	Workshops/Training Courses - Bylaw	2,000	625	2,000	0	0.00
1-4-02200-1175	Professional Fees Legal - Bylaw	800	596	800	0	0.00
1-4-02200-1183	Miscellaneous - Bylaw	1,000	548	1,000	0	0.00
1-4-02200-2040	Contracted Services - Bylaw	39,000	31,923	37,000	-2,000	-5.41
Total Expenditure		43,200	33,692	41,100	-2,100	
Bylaw Enforcement (Surplus)/Deficit		42,950	31,192	40,600	2,350	

FINAL

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 2100 To Category: 2400
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Emergency Planning						
1-4-02300-1135	Supplies/Services - Emergency Planning	300	776	500	200	40.00
1-4-02300-2005	Equipment & Repairs - Emergency Planni	200	93	4,000	3,800	95.00
1-4-02300-2067	Emergency Management	3,000	0	2,000	-1,000	-50.00
1-4-02300-2202	Fuel - Emergency Planning	50	0	50	0	0.00
Total Expenditure		3,550	869	6,550	3,000	
Emergency Planning (Surplus)/Deficit		3,550	869	6,550	-3,000	

FINAL

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 2100 To Category: 2400
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Animal Control						
1-4-02400-2040	Contracted Services - Animal Control	4,000	3,471	7,500	3,500	46.67
Total Expenditure		4,000	3,471	7,500	3,500	
Animal Control (Surplus)/Deficit		4,000	3,471	7,500	-3,500	

FINAL

Budget Department by Category



From Category: 2800 To Category: 2825

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Building - General						
1-3-02800-0437	Recovery of Expenses - Building	0	-3,949	0	0	0.00
1-3-02800-0464	Compliance - Building	-1,500	-359	-1,000	500	-50.00
1-3-02800-0510	Building Permits	-85,000	-132,319	-95,000	-10,000	10.53
1-3-02800-0515	Admin Fee - Building	-2,000	-15,724	-2,500	-500	20.00
Total Revenue		-88,500	-152,351	-98,500	10,000	
1-4-02800-1000	Salaries Full Time - Building	76,951	72,840	78,645	1,694	2.15
1-4-02800-1120	Payroll Overhead Burden - Building	7,170	7,668	7,619	449	5.89
1-4-02800-1121	OMERS - Building	8,550	8,099	8,090	-460	-5.69
1-4-02800-1122	Employee Benefits - Building	4,270	6,087	6,100	1,830	30.00
1-4-02800-1131	Telephone - Building	800	324	800	0	0.00
1-4-02800-1137	Memberships/Subscriptions - Building	1,500	1,238	1,700	200	11.76
1-4-02800-1139	Clothing Allowance - Building	400	299	400	0	0.00
1-4-02800-1145	Office Equipment - Building	300	87	300	0	0.00
1-4-02800-1150	Computer Operation & Supplies - Building	4,500	4,500	4,600	100	2.17
1-4-02800-1160	Workshops/Training Courses - Building	6,000	5,794	6,000	0	0.00
1-4-02800-1161	Conferences - Building	2,000	1,229	2,000	0	0.00
1-4-02800-1162	Mileage - Building	500	494	500	0	0.00
1-4-02800-1170	Insurance - Building	400	591	400	0	0.00
1-4-02800-1175	Professional Fees - Building	2,000	789	2,000	0	0.00
1-4-02800-1183	Miscellaneous - Building	500	377	500	0	0.00
1-4-02800-3000	Transfer to Reserves - Building	0	39,794	0	0	0.00
Total Expenditure		115,841	150,210	119,654	3,813	
Building - General (Surplus)/Deficit		27,341	-2,141	21,154	6,187	
Report Total -->		27,341	-2,141	21,154	6,187	

MUNICIPALITY OF MCDougall
Budget Department by Category



From Category: 2800 To Category: 2825
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Building - Vehicles						
1-4-02825-2200	Vehicles - Building	0	933	0	0	0.00
1-4-02825-2202	Fuel - Building	1,500	1,208	1,500	0	0.00
Total Expenditure		1,500	2,141	1,500	0	
Building - Vehicles (Surplus)/Deficit		1,500	2,141	1,500	0	
Report Total -->		28,841	0	22,654	6,187	

FINAL

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Transportation - General						
1-3-03000-0437	Recovery of Expenses - Transportation	0	-12,705	0	0	0.00
1-3-03000-0464	Other Revenues - Transportation	-67,000	-67,940	-67,000	0	0.00
1-3-03000-0520	Quarry Revenues - Transportation	-3,000	-3,852	-3,500	-500	14.29
Total Revenue		-70,000	-84,497	-70,500	500	
1-4-03000-1000	Salaries Full Time - Transportation	96,403	87,337	85,145	-11,258	-13.22
1-4-03000-1001	Salaries Part Time - Transportation	0	410	0	0	0.00
1-4-03000-1002	Wages Overtime - Transportation	0	11	0	0	0.00
1-4-03000-1120	Payroll Overhead Burden - Transportation	8,938	8,323	7,951	-987	-12.41
1-4-03000-1121	OMERS - Transportation	10,167	9,027	9,027	-1,140	-12.63
1-4-03000-1122	Employee Benefits - Transportation	35,931	6,610	6,934	-28,997	-418.19
1-4-03000-1130	Office Supplies/Materials - Transportati	700	798	800	100	12.50
1-4-03000-1131	Telephone - Transportation	3,500	3,115	3,500	0	0.00
1-4-03000-1132	Internet Service - Transportation	1,000	1,428	500	-500	-100.00
1-4-03000-1133	Postage/Courier - Transportation	250	187	250	0	0.00
1-4-03000-1135	Supplies/Services - Transportation	250	426	250	0	0.00
1-4-03000-1136	Advertising - Transportation	1,000	1,073	1,000	0	0.00
1-4-03000-1137	Memberships/Subscriptions - Transportati	800	1,831	1,100	300	27.27
1-4-03000-1138	Food & Beverage - Transportation	1,000	1,618	1,250	250	20.00
1-4-03000-1139	Clothing Allowance - Transportation	4,000	6,336	5,000	1,000	20.00
1-4-03000-1150	Computer Operation & Supplies - Transpc	2,400	2,410	2,400	0	0.00
1-4-03000-1160	Workshops/Training Courses - Transporta	8,000	10,757	8,000	0	0.00
1-4-03000-1161	Conferences - Transportation	2,000	493	2,000	0	0.00
1-4-03000-1163	Health & Safety - Transportation	400	4,276	2,500	2,100	84.00
1-4-03000-1170	Insurance - Transportation	16,000	15,806	16,000	0	0.00
1-4-03000-1175	Professional Fees Legal - Transportation	1,000	379	500	-500	-100.00
1-4-03000-1183	Miscellaneous - Transportation	500	323	500	0	0.00
1-4-03000-1190	Interest on Borrowing - Transportation	61,700	61,699	54,733	-6,967	-12.73
1-4-03000-2255	Loan Payments - Transportation	398,229	360,230	368,187	-30,042	-8.16
1-4-03000-3000	Transfer to Reserves - Transportation Op	260,922	260,922	193,947	-66,975	-33.32
1-4-03000-5050	Gain/Loss on Disposal of Assets - Transp	0	-15,679	0	0	0.00
Total Expenditure		915,090	830,146	771,474	-141,849	
Transportation - General (Surplus)/Deficit		845,090	745,649	700,974	142,349	
Report Total -->		845,090	745,649	700,974	142,349	

Budget Department by Category



From Category: 3000 To Category: 3600
 Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Transportation - Operations						
1-4-03025-1000	Salaries Full Time - Transportation Op.	40,728	75,988	54,766	14,038	25.63
1-4-03025-1001	Salaries Part Time - Transportation Op.	8,779	1,225	8,833	54	0.61
1-4-03025-1002	Wages Overtime - Transportation Op.	1,000	1,213	1,000	0	0.00
1-4-03025-1120	Payroll Overhead Burden - Transportation	5,549	8,537	6,332	783	12.37
1-4-03025-1121	OMERS - Transportation Op.	3,698	3,160	4,945	1,247	25.22
1-4-03025-1122	Employee Benefits - Transportation Op.	4,678	4,857	6,181	1,503	24.32
Total Expenditure		64,432	94,980	82,057	17,625	
Transportation - Operations (Surplus)/Deficit		64,432	94,980	82,057	-17,625	
Report Total -->		909,522	840,629	784,798	124,724	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Transportation - Building						
1-4-03050-2000	Heating - Transportation Bldg	10,500	9,722	10,000	-500	-5.00
1-4-03050-2001	Water/Wastewater - Transportation Bldg	1,000	945	1,000	0	0.00
1-4-03050-2002	Hydro - Transportation Bldg	11,500	7,398	11,000	-500	-4.55
1-4-03050-2003	Maintenance Supplies - Transportation Bldg	1,000	2,151	1,000	0	0.00
1-4-03050-2004	Maintenance Repairs - Transportation Bldg	6,000	6,453	7,000	1,000	14.29
1-4-03050-2005	Equipment & Repairs - Transportation Bldg	2,500	1,671	2,000	-500	-25.00
1-4-03050-2006	Facility Management - Transportation Bldg	2,000	897	3,500	1,500	42.86
1-4-03050-2008	Janitorial Cleaning Contracts - Transportation Bldg	5,500	5,895	8,500	3,000	35.29
1-4-03050-2020	Workshop Supplies - Transportation Bldg	10,000	16,749	15,000	5,000	33.33
Total Expenditure		50,000	51,881	59,000	9,000	
Transportation - Building (Surplus)/Deficit		50,000	51,881	59,000	-9,000	
Report Total -->		959,522	892,510	843,798	115,724	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Transportation - Vehicles & Equipment						
1-4-03100-1000	Salaries Full Time - Vehicles & Equipmen	29,092	26,168	29,603	511	1.73
1-4-03100-1002	Wages Overtime - Vehicles & Equipment	0	1,636	0	0	0.00
1-4-03100-1120	Payroll Overhead Burden - Vehicles & Equ	3,249	2,785	3,423	174	5.08
1-4-03100-1121	OMERS - Vehicles & Equipment	2,641	2,572	2,673	32	1.20
1-4-03100-1122	Employee Benefits - Vehicles & Equipmer	0	2,052	3,341	3,341	100.00
1-4-03100-2204	Maintenance Costs/Parts - Vehicles & Equ	101,200	197,810	105,900	4,700	4.44
1-4-03100-2225	Materials & Supplies - Vehicles & Equipm	10,000	0	5,000	-5,000	-100.00
Total Expenditure		146,182	233,023	149,940	3,758	
Transportation - Vehicles & Equipment (Surplus)/Deficit		146,182	233,023	149,940	-3,758	
Report Total -->		1,105,704	1,125,533	993,738	111,966	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Transportation - Vehicle Overhead						
1-4-03105-2201	Motor Oil/Grease - Transportation	1,000	1,357	1,000	0	0.00
1-4-03105-2202	Gas - Transportation	6,000	7,552	7,000	1,000	14.29
1-4-03105-2203	Diesel - Transportation	85,000	89,511	85,000	0	0.00
1-4-03105-2204	Maintenance Costs/Parts - Transportation	0	2,344	0	0	0.00
1-4-03105-2205	Licences & Insurance - Transportation	14,000	16,281	16,500	2,500	15.15
1-4-03105-2225	Materials & Supplies - Transportation	5,000	6,460	6,000	1,000	16.67
Total Expenditure		111,000	123,505	115,500	4,500	
Transportation - Vehicle Overhead (Surplus)/Deficit		111,000	123,505	115,500	-4,500	
Report Total -->		1,216,704	1,249,038	1,109,238	107,466	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Bridges & Culverts						
1-4-03200-1000	Salaries Full Time - Bridges & Culverts	14,546	5,332	8,881	-5,665	-63.79
1-4-03200-1002	Wages Overtime - Bridges & Culverts	800	384	0	-800	0.00
1-4-03200-1120	Payroll Overhead Burden - Bridges & Cul	1,625	551	1,027	-598	-58.23
1-4-03200-1121	OMERS - Bridges & Culverts	1,321	489	802	-519	-64.71
1-4-03200-1122	Employee Benefits - Bridges & Culverts	0	412	1,002	1,002	100.00
1-4-03200-2225	Materials & Supplies - Bridges & Culvert	35,000	40,475	30,000	-5,000	-16.67
1-4-03200-2250	Contracted Services - Bridges & Culverts	5,000	865	5,500	500	9.09
Total Expenditure		58,292	48,508	47,212	-11,080	
Bridges & Culverts (Surplus)/Deficit		58,292	48,508	47,212	11,080	
Report Total -->		1,274,996	1,297,546	1,156,450	118,546	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Drainage & Brushing						
1-4-03300-1000	Salaries Full Time - Drainage & Brushing	40,728	33,608	41,445	717	1.73
1-4-03300-1001	Salaries Part Time - Drainage & Brushing	8,779	207	8,833	54	0.61
1-4-03300-1002	Wages Overtime - Drainage & Brushing	800	1,678	800	0	0.00
1-4-03300-1120	Payroll Overhead Burden - Drainage & Brushing	5,600	3,657	4,792	-808	-16.86
1-4-03300-1121	OMERS - Drainage & Brushing	3,698	3,021	3,742	44	1.18
1-4-03300-1122	Employee Benefits - Drainage & Brushing	0	2,621	4,678	4,678	100.00
1-4-03300-2225	Materials & Supplies - Drainage & Brushing	2,000	10,992	8,500	6,500	76.47
1-4-03300-2250	Contracted Services - Drainage & Brushing	20,000	21,666	20,000	0	0.00
Total Expenditure		81,605	77,450	92,790	11,185	
Drainage & Brushing (Surplus)/Deficit		81,605	77,450	92,790	-11,185	
Report Total -->		1,356,601	1,374,996	1,249,240	107,361	

Budget Department by Category



From Category: 3000 To Category: 3600
 Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Roadside Maintenance						
1-4-03400-1000	Salaries Full Time - Roadside Maintenance	72,729	71,236	79,929	7,200	9.01
1-4-03400-1001	Salaries Part Time - Roadside Maintenance	17,559	14,854	17,666	107	0.61
1-4-03400-1002	Wages Overtime - Roadside Maintenance	2,000	6,560	2,000	0	0.00
1-4-03400-1120	Payroll Overhead Burden - Roadside Maintenance	9,200	10,743	10,242	1,042	10.17
1-4-03400-1121	OMERS - Roadside Maintenance	6,603	6,533	7,217	614	8.51
1-4-03400-1122	Employee Benefits - Roadside Maintenance	0	5,526	9,022	9,022	100.00
1-4-03400-2225	Materials & Supplies - Roadside Maintenance	46,162	53,101	55,000	8,838	16.07
1-4-03400-2226	Dust Control Materials/Supplies - Roadside	20,000	20,438	20,000	0	0.00
Total Expenditure		174,253	188,991	201,076	26,823	
Roadside Maintenance (Surplus)/Deficit		174,253	188,991	201,076	-26,823	
Report Total -->		1,530,854	1,563,987	1,450,316	80,538	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Street Lighting						
1-4-03500-1000	Salaries Full Time - Street Lighting	0	229	0	0	0.00
1-4-03500-1120	Payroll Overhead Burden - Street Lightin	0	26	0	0	0.00
1-4-03500-1121	OMERS - Street Lighting	0	21	0	0	0.00
1-4-03500-1122	Employee Benefits - Street Lighting	0	22	0	0	0.00
1-4-03500-2002	Hydro - Street Lighting	10,000	8,997	10,000	0	0.00
1-4-03500-2225	Materials & Supplies - Street Lighting	5,000	1,028	2,500	-2,500	-100.00
1-4-03500-2250	Contracted Services - Street Lighting	5,000	1,656	5,000	0	0.00
1-4-03500-2255	Loan Payments - Street Lighting	19,608	19,609	19,057	-551	-2.89
Total Expenditure		39,608	31,588	36,557	-3,051	
Street Lighting (Surplus)/Deficit		39,608	31,588	36,557	3,051	
Report Total -->		1,570,462	1,595,575	1,486,873	83,589	

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 3000 To Category: 3600
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Signals						
1-4-03510-2041	Contracted Services - CP Rail	20,000	16,368	18,000	-2,000	-11.11
1-4-03510-2042	Contracted Services - CN Rail	10,500	9,873	10,500	0	0.00
Total Expenditure		30,500	26,241	28,500	-2,000	
Signals (Surplus)/Deficit		30,500	26,241	28,500	2,000	
Report Total -->		1,600,962	1,621,816	1,515,373	85,589	

FINAL

Budget Department by Category



From Category: 3000 To Category: 3600
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Signs & Safety						
1-4-03520-1000	Salaries Full Time - Signs & Safety	4,364	3,208	4,440	76	1.71
1-4-03520-1001	Salaries Part Time - Signs & Safety	0	195	0	0	0.00
1-4-03520-1002	Wages Overtime - Signs & Safety	0	199	0	0	0.00
1-4-03520-1120	Payroll Overhead Burden - Signs & Safety	487	405	513	26	5.07
1-4-03520-1121	OMERS - Signs & Safety	396	290	401	5	1.25
1-4-03520-1122	Employee Benefits - Signs & Safety	0	259	501	501	100.00
1-4-03520-2225	Materials & Supplies - Signs & Safety	7,000	3,589	7,000	0	0.00
1-4-03520-2250	Contracted Services - Signs & Safety	25,000	32,181	25,000	0	0.00
Total Expenditure		37,247	40,326	37,855	608	
Signs & Safety (Surplus)/Deficit		37,247	40,326	37,855	-608	
Report Total -->		1,638,209	1,662,142	1,553,228	84,981	

Budget Department by Category



From Category: 3000 To Category: 3600

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Snow & Ice Removal						
1-4-03600-1000	Salaries Full Time - Snow & Ice Removal	75,638	45,153	76,969	1,331	1.73
1-4-03600-1002	Wages Overtime - Snow & Ice Removal	36,400	39,118	36,400	0	0.00
1-4-03600-1120	Payroll Overhead Burden - Snow & Ice Removal	10,448	12,890	10,755	307	2.85
1-4-03600-1121	OMERS - Snow & Ice Removal	6,867	5,429	6,949	82	1.18
1-4-03600-1122	Employee Benefits - Snow & Ice Removal	0	5,636	8,687	8,687	100.00
1-4-03600-2225	Materials & Supplies - Snow & Ice Removal	125,000	121,866	135,000	10,000	7.41
1-4-03600-2250	Contracted Services - Snow & Ice Removal	0	274	0	0	0.00
Total Expenditure		254,353	230,366	274,760	20,407	
Snow & Ice Removal (Surplus)/Deficit		254,353	230,366	274,760	-20,407	
Report Total -->		1,892,562	1,892,508	1,826,221	66,341	

Budget Department by Category



From Category: 4000 To Category: 4050

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Water System - General						
1-3-04000-0530	Water Billings	-266,225	-269,449	-270,160	-3,935	1.46
1-3-04000-0531	Water Shut-off/Connection Charges	-2,000	-6,500	-2,000	0	0.00
1-3-04000-0532	Water Penalty & Interest	-1,500	-1,491	-1,500	0	0.00
1-3-04000-0535	New Water Connection Fee	-6,500	0	-1,500	5,000	-333.33
1-3-04000-0537	Ind. Park Service Fee	-109,362	-109,362	-111,768	-2,406	2.15
Total Revenue		-385,587	-386,802	-386,928	1,341	
1-4-04000-1000	Salaries Full Time - Water	96,890	82,895	106,075	9,185	8.66
1-4-04000-1001	Salaries Part Time - Water	2,500	60	0	-2,500	0.00
1-4-04000-1002	Wages Overtime - Water	6,000	3,991	4,000	-2,000	-50.00
1-4-04000-1012	Wages Industrial Park - Water	58,537	64,770	66,875	8,338	12.47
1-4-04000-1120	Payroll Overhead Burden - Water	14,663	15,451	16,026	1,363	8.50
1-4-04000-1121	OMERS - Water	15,429	14,335	17,592	2,163	12.30
1-4-04000-1122	Employee Benefits - Water	11,618	10,900	11,316	-302	-2.67
1-4-04000-1130	Office Supplies/Materials - Water	250	2,994	2,500	2,250	90.00
1-4-04000-1131	Telephone - Water	2,200	2,569	2,200	0	0.00
1-4-04000-1135	Supplies/Services - Water	2,000	3,149	5,000	3,000	60.00
1-4-04000-1136	Advertising - Water	100	0	50	-50	-100.00
1-4-04000-1137	Memberships/Subscriptions - Water	250	25	100	-150	-150.00
1-4-04000-1145	Office Equipment - Water	100	0	100	0	0.00
1-4-04000-1150	Computer Operation & Supplies - Water	1,000	1,000	1,000	0	0.00
1-4-04000-1160	Workshops/Training Courses - Water	10,000	3,126	8,000	-2,000	-25.00
1-4-04000-1161	Conferences - Water	2,500	520	1,500	-1,000	-66.67
1-4-04000-1162	Mileage - Water	250	0	250	0	0.00
1-4-04000-1170	Insurance - Water	8,500	12,543	13,000	4,500	34.62
1-4-04000-1183	Miscellaneous - Water	200	0	200	0	0.00
1-4-04000-1190	Interest on Long Term Debt OIPC - Water	14,000	8,654	7,000	-7,000	-100.00
Total Expenditure		246,987	226,982	262,784	15,797	
Water System - General (Surplus)/Deficit		-138,600	-159,820	-124,144	-14,456	
Report Total -->		-138,600	-159,820	-124,144	-14,456	

Budget Department by Category



From Category: 4000 To Category: 4050
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Water System - Building						
1-4-04025-2002	Hydro - Water Bldg	4,000	3,544	4,000	0	0.00
1-4-04025-2003	Maintenance Supplies - Water Bldg	1,500	3,584	2,500	1,000	40.00
1-4-04025-2004	Maintenance Repairs - Water Bldg	1,500	4,468	2,500	1,000	40.00
1-4-04025-2005	Equipment & Repairs - Water Bldg	1,500	1,744	2,000	500	25.00
1-4-04025-2069	Chlorine/Chemicals - Water Bldg	500	654	600	100	16.67
1-4-04025-2080	Permits - Water Bldg	300	0	100	-200	-200.00
1-4-04025-2090	Water Purchases - P.S.	95,000	93,960	95,000	0	0.00
1-4-04025-2126	Monitoring Program	6,000	4,661	6,000	0	0.00
1-4-04025-2250	Contracted Services	2,500	2,627	2,500	0	0.00
1-4-04025-3000	Transfer to Reserves	20,300	37,979	2,444	-17,856	-730.61
Total Expenditure		133,100	153,221	117,644	-15,456	
Water System - Building (Surplus)/Deficit		133,100	153,221	117,644	15,456	
Report Total -->		-5,500	-6,599	-6,500	1,000	

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 4000 To Category: 4050
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Water System - Vehicles						
1-4-04050-2202	Fuel - Water	2,500	4,768	3,500	1,000	28.57
1-4-04050-2204	Maintenance Costs/Parts - Water	3,000	1,831	3,000	0	0.00
Total Expenditure		5,500	6,599	6,500	1,000	
Water System - Vehicles (Surplus)/Deficit		5,500	6,599	6,500	-1,000	
Report Total -->		0	0	0	0	

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From Category: 4100 To Category: 4100
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Crawford Septic System						
1-3-04100-0540	Sewer Surcharge on Water Bills	-14,044	-14,045	-14,414	-370	2.57
1-3-04100-0541	Sewer Penalty & Interest	-150	-90	-100	50	-50.00
Total Revenue		-14,194	-14,135	-14,514	320	
1-4-04100-1000	Salaries Full Time - Septic	2,946	8,589	7,148	4,202	58.79
1-4-04100-1002	Wages Overtime - Septic	0	321	0	0	0.00
1-4-04100-1120	Payroll Overhead Burden - Septic	278	979	662	384	58.01
1-4-04100-1121	OMERS - Septic	292	865	727	435	59.83
1-4-04100-1122	Employee Benefits - Septic	220	599	467	247	52.89
1-4-04100-1131	Telephone - Septic	1,000	526	750	-250	-33.33
1-4-04100-2002	Hydro - Septic	1,000	2,088	2,000	1,000	50.00
1-4-04100-2005	Equipment & Repairs - Septic	500	1,433	1,000	500	50.00
1-4-04100-2250	Contracted Services - Septic	1,500	2,705	1,500	0	0.00
1-4-04100-3000	Transfer to Reserves - Septic	6,458	0	260	-6,198	-2383.85
Total Expenditure		14,194	18,105	14,514	320	
Crawford Septic System (Surplus)/Deficit		0	3,970	0	0	

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 4200 To Category: 4225
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Waste Management						
1-4-04200-1000	Salaries Full Time - Waste Mgmt	46,034	47,245	49,841	3,807	7.64
1-4-04200-1001	Salaries Part Time - Waste Mgmt	2,415	4,563	2,450	35	1.43
1-4-04200-1002	Wages Overtime - Waste Mgmt	3,000	4,262	4,628	1,628	35.18
1-4-04200-1120	Payroll Overhead Burden - Waste Mgmt	6,066	7,001	5,911	-155	-2.62
1-4-04200-1121	OMERS - Waste Mgmt	4,143	4,505	4,485	342	7.63
1-4-04200-1122	Employee Benefits - Waste Mgmt	6,878	5,833	5,888	-990	-16.81
1-4-04200-1131	Telephone - Waste Mgmt	600	721	700	100	14.29
1-4-04200-1135	Supplies/Services - Waste Mgmt	1,000	810	600	-400	-66.67
1-4-04200-1183	Miscellaneous - Waste Mgmt	500	41	500	0	0.00
1-4-04200-2125	Hazardous Waste - Waste Mgmt	20,000	19,249	20,000	0	0.00
1-4-04200-2250	Contracted Services - Waste Mgmt	500	0	500	0	0.00
Total Expenditure		91,136	94,230	95,503	4,367	
Waste Management (Surplus)/Deficit		91,136	94,230	95,503	-4,367	
Report Total -->		91,136	94,230	95,503	-4,367	



From Category: 4200 To Category: 4225
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Waste Disposal						
1-4-04225-2101	Recycling Depot Pick-ups	18,000	14,725	16,000	-2,000	-12.50
1-4-04225-2250	Contracted Services - Waste Disposal	26,000	38,563	35,000	9,000	25.71
Total Expenditure		44,000	53,288	51,000	7,000	
Waste Disposal (Surplus)/Deficit		44,000	53,288	51,000	-7,000	
Report Total -->		135,136	147,518	146,503	-11,367	

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MUNICIPALITY OF MCDUGALL

Budget Department by Category



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From Category: 4300 To Category: 4375
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
McDougall Landfill - General						
1-3-04300-0464	Other Revenues - Landfill	0	-1,325	0	0	0.00
1-3-04300-0550	Tipping Fees - Municipalities	-430,000	-459,661	-425,000	5,000	-1.18
1-3-04300-0551	Tipping Fees - Commercial Users	-400,000	-469,501	-400,000	0	0.00
1-3-04300-0552	Tipping Fee Penalty & Interest	-500	-1,059	-500	0	0.00
1-3-04300-0553	Tipping Fees - Ratepayers	-50,000	-31,031	-30,000	20,000	-66.67
1-3-04300-0554	Scrap Metal Sales	-20,000	-17,421	-20,000	0	0.00
1-3-04300-0555	Waste Diversion Ontario Funding	-40,000	-67,288	-40,000	0	0.00
1-3-04300-0556	Landfill Miscellaneous	-2,500	-1,582	-2,500	0	0.00
Total Revenue		-943,000	-1,048,868	-918,000	-25,000	
1-4-04300-1000	Salaries Full Time - Landfill	96,946	117,055	96,898	-48	-0.05
1-4-04300-1001	Salaries Part Time - Landfill	10,483	5,391	10,500	17	0.16
1-4-04300-1002	Wages Overtime - Landfill	14,000	16,928	14,000	0	0.00
1-4-04300-1120	Payroll Overhead Burden - Landfill	12,225	14,825	14,807	2,582	17.44
1-4-04300-1121	OMERS - Landfill	8,725	10,636	8,885	160	1.80
1-4-04300-1122	Employee Benefits - Landfill	7,784	11,844	12,768	4,984	39.04
1-4-04300-1130	Office Supplies/Materials - Landfill	500	1,671	1,000	500	50.00
1-4-04300-1131	Telephone - Landfill	2,000	1,742	2,000	0	0.00
1-4-04300-1132	Internet Service - Landfill	1,500	1,167	1,500	0	0.00
1-4-04300-1134	Printing/Photocopy Costs - Landfill	500	1,657	500	0	0.00
1-4-04300-1135	Supplies/Services - Landfill	7,000	13,707	5,000	-2,000	-40.00
1-4-04300-1137	Memberships/Subscriptions - Landfill	250	0	250	0	0.00
1-4-04300-1138	Food & Beverage - Landfill	500	493	500	0	0.00
1-4-04300-1145	Office Equipment - Landfill	500	0	500	0	0.00
1-4-04300-1150	Computer Operation & Supplies - Landfill	1,500	1,500	1,500	0	0.00
1-4-04300-1151	Consultation Services - Landfill	5,000	10,610	10,000	5,000	50.00
1-4-04300-1160	Workshops/Training Courses - Landfill	2,500	145	2,500	0	0.00
1-4-04300-1161	Conferences - Landfill	1,000	0	1,000	0	0.00
1-4-04300-1163	Health & Safety - Landfill	1,500	1,799	1,500	0	0.00
1-4-04300-1170	Insurance - Landfill	15,000	7,587	15,000	0	0.00
1-4-04300-1183	Miscellaneous - Landfill	500	701	500	0	0.00
1-4-04300-2002	Hydro - Landfill	40,000	38,722	40,000	0	0.00
1-4-04300-2003	Maintenance Supplies - Landfill	2,000	8,149	2,500	500	20.00
1-4-04300-2008	Janitorial Cleaning Contracts - Landfill	1,000	0	1,000	0	0.00
1-4-04300-2025	Equipment Rentals - Landfill	500	0	500	0	0.00
1-4-04300-2126	Monitoring Program - Landfill	42,000	42,347	42,000	0	0.00
1-4-04300-2127	Accounts Written Off - Landfill	4,000	5,480	4,000	0	0.00
1-4-04300-2226	Dust Control Materials/Supplies - Landfi	12,000	10,889	12,000	0	0.00
1-4-04300-2250	Contracted Services - Landfill	4,000	0	4,000	0	0.00
1-4-04300-2251	Property Tax - Landfill	0	7,109	7,500	7,500	100.00
1-4-04300-3000	Transfer to Reserves - Landfill	221,803	251,666	100,000	-121,803	-121.80
Total Expenditure		517,216	583,820	414,608	-102,608	
McDougall Landfill - General (Surplus)/Deficit		-425,784	-465,048	-503,392	77,608	
Report Total -->		-425,784	-465,048	-503,392	77,608	

Budget Department by Category



From Category: 4300 To Category: 4375

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
McDougall Landfill - Vehicles & Equip						
1-4-04325-2200	Vehicles - Landfill	5,000	4,652	5,000	0	0.00
1-4-04325-2201	Motor Oil/Grease - Landfill	1,500	679	1,500	0	0.00
1-4-04325-2204	Maintenance Costs/Parts - Vehicles	13,500	37,803	27,700	14,200	51.26
Total Expenditure		20,000	43,134	34,200	14,200	
McDougall Landfill - Vehicles & Equip (Surplus)/Deficit		20,000	43,134	34,200	-14,200	
Report Total -->		-405,784	-421,914	-469,192	63,408	



From Category: 4300 To Category: 4375
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
McDougall Landfill - Vehicle Overhead						
1-4-04330-2201	Motor Oil/Grease - Landfill	500	214	1,000	500	50.00
1-4-04330-2202	Gas - Landfill	0	643	0	0	0.00
1-4-04330-2203	Diesel - Landfill	12,000	19,077	12,000	0	0.00
Total Expenditure		12,500	19,934	13,000	500	
McDougall Landfill - Vehicle Overhead (Surplus)/Deficit		12,500	19,934	13,000	-500	
Report Total -->		-393,284	-401,980	-456,192	62,908	

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Budget Department by Category



From Category: 4300 To Category: 4375

Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Commercial Recycling						
1-4-04350-2128	Wood Grinding - Landfill	25,000	22,285	25,000	0	0.00
1-4-04350-2129	Shingle Removal - Landfill	15,000	0	15,000	0	0.00
1-4-04350-2130	Drywall Removal - Landfill	15,000	9,651	15,000	0	0.00
Total Expenditure		55,000	31,936	55,000	0	
Commercial Recycling (Surplus)/Deficit		55,000	31,936	55,000	0	
Report Total -->		-338,284	-370,044	-401,192	62,908	

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Budget Department by Category



From Category: 4300 To Category: 4375

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Lechate Collection						
1-4-04375-1000	Salaries Full Time - Lechate	44,201	53,724	50,496	6,295	12.47
1-4-04375-1002	Wages Overtime - Lechate	1,500	1,168	1,500	0	0.00
1-4-04375-1120	Payroll Overhead Burden - Lechate	4,170	6,029	4,679	509	10.88
1-4-04375-1121	OMERS - Lechate	4,387	5,604	5,136	749	14.58
1-4-04375-1122	Employee Benefits - Lechate	0	3,408	3,304	3,304	100.00
1-4-04375-1135	Supplies/Services - Lechate	1,500	3,659	2,500	1,000	40.00
1-4-04375-1183	Miscellaneous - Lechate	500	909	500	0	0.00
1-4-04375-2004	Maintenance Repairs - Lechate	6,500	6,369	6,500	0	0.00
1-4-04375-2005	Equipment & Repairs - Lechate	2,000	1,309	2,000	0	0.00
1-4-04375-2009	Chemicals - Lechate	10,000	10,604	10,000	0	0.00
1-4-04375-2204	Maintenance Costs/Parts - Lechate	8,500	9,112	8,500	0	0.00
1-4-04375-2250	Contracted Services - Lechate	5,000	1,853	5,000	0	0.00
Total Expenditure		88,258	103,748	100,115	11,857	
Lechate Collection (Surplus)/Deficit		88,258	103,748	100,115	-11,857	
Report Total -->		-250,026	-266,296	-301,077	51,051	

MUNICIPALITY OF MCDUGALL
Budget Department by Category



From Category: 5000 To Category: 6100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Ambulance						
1-4-05000-2040	Ambulance	213,301	213,301	218,635	5,334	2.44
Total Expenditure		213,301	213,301	218,635	5,334	
Ambulance (Surplus)/Deficit		213,301	213,301	218,635	-5,334	

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From Category: 5000 To Category: 6100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Health Unit						
1-4-05100-2040	Health Unit	88,187	88,187	84,306	-3,881	-4.60
Total Expenditure		88,187	88,187	84,306	-3,881	
Health Unit (Surplus)/Deficit		88,187	88,187	84,306	3,881	

FINAL



From Category: 5000 To Category: 6100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
District Social Services						
1-4-06000-2040	District Social Services	324,536	324,536	327,951	3,415	1.04
Total Expenditure		324,536	324,536	327,951	3,415	
District Social Services (Surplus)/Deficit		324,536	324,536	327,951	-3,415	

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From Category: 5000 To Category: 6100
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Seniors Housing						
1-4-06100-2040	Seniors Housing	116,094	116,094	117,000	906	0.77
Total Expenditure		116,094	116,094	117,000	906	
Seniors Housing (Surplus)/Deficit		116,094	116,094	117,000	-906	

FINAL

Budget Department by Category



From Category: 7000 To Category: 7400

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Parks, Rec & Culture-General						
1-3-07000-0464	Other Revenues - Parks & Rec	0	-2,825	-1,000	-1,000	100.00
1-3-07000-0587	Parkland Dedication Fees - Parks & Rec	0	-37,000	0	0	0.00
Total Revenue		0	-39,825	-1,000	1,000	
1-4-07000-1000	Salaries Full Time - Parks & Rec	60,706	68,306	62,041	1,335	2.15
1-4-07000-1001	Salaries Part Time - Parks & Rec	11,000	11,100	9,600	-1,400	-14.58
1-4-07000-1002	Wages Overtime - Parks & Rec	2,894	2,405	2,500	-394	-15.76
1-4-07000-1120	Payroll Overhead Burden - Parks & Rec	8,246	8,918	9,070	824	9.08
1-4-07000-1121	OMERS - Parks & Rec	7,116	6,658	7,235	119	1.64
1-4-07000-1122	Employee Benefits - Parks & Rec	8,915	6,487	8,915	0	0.00
1-4-07000-1130	Office Supplies/Materials - Parks & Rec	50	191	50	0	0.00
1-4-07000-1131	Telephone - Parks & Rec	240	153	175	-65	-37.14
1-4-07000-1136	Advertising - Parks & Rec	1,000	1,147	1,000	0	0.00
1-4-07000-1137	Memberships/Subscriptions - Parks & Rec	725	728	730	5	0.68
1-4-07000-1145	Office Equipment - Parks & Rec	50	0	50	0	0.00
1-4-07000-1160	Workshops/Training Courses - Parks & Rec	5,000	4,675	5,000	0	0.00
1-4-07000-1161	Conferences - Parks & Rec	150	0	150	0	0.00
1-4-07000-1170	Insurance - Parks & Rec	7,000	8,928	9,000	2,000	22.22
1-4-07000-1183	Miscellaneous - Parks & Rec	750	706	500	-250	-50.00
1-4-07000-1187	Cemetery	0	11,062	5,000	5,000	100.00
1-4-07000-2140	Fireworks Display - Parks & Rec	7,000	7,123	7,100	100	1.41
Total Expenditure		120,842	138,587	128,116	7,274	
Parks, Rec & Culture-General (Surplus)/Deficit		120,842	98,762	127,116	-6,274	
Report Total -->		120,842	98,762	127,116	-6,274	

MUNICIPALITY OF MCDougall
Budget Department by Category



From Category: 7000 To Category: 7400
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Parks, Rec & -Vehicles & Equipment						
1-4-07025-2202	Fuel - Parks & Recreation	4,000	5,281	5,200	1,200	23.08
1-4-07025-2204	Maintenance Costs/Parts - Parks & Rec	6,900	4,984	5,675	-1,225	-21.59
1-4-07025-2225	Materials & Supplies - Parks & Rec	0	12	0	0	0.00
Total Expenditure		10,900	10,277	10,875	-25	
Parks, Rec & -Vehicles & Equipment (Surplus)/Deficit		10,900	10,277	10,875	25	
Report Total -->		131,742	109,039	137,991	-6,249	

FINAL

Budget Department by Category



From Category: 7000 To Category: 7400
 Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Parks & Beaches						
1-4-07100-1135	Supplies/Services - Parks & Beaches	4,000	4,337	4,200	200	4.76
1-4-07100-1170	Insurance - Parks & Beaches	2,500	2,716	2,800	300	10.71
1-4-07100-2002	Hydro - Parks & Beaches	700	1,421	1,500	800	53.33
1-4-07100-2003	Maintenance Supplies - Parks & Beaches	1,500	632	1,500	0	0.00
1-4-07100-2004	Maintenance Repairs - Parks & Beaches	2,000	1,360	1,500	-500	-33.33
1-4-07100-2007	Grounds Maintenance - Parks & Beaches	1,500	2,308	1,500	0	0.00
Total Expenditure		12,200	12,774	13,000	800	
Parks & Beaches (Surplus)/Deficit		12,200	12,774	13,000	-800	
Report Total -->		143,942	121,813	150,991	-7,049	

Budget Department by Category



From Category: 7000 To Category: 7400

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Swim Program						
1-3-07200-0431	Ontario Specific Grants - Parks & Rec Sw	-2,500	0	0	2,500	0.00
1-3-07200-0565	Swim Program Registration Fees	-6,000	-5,299	-5,300	700	-13.21
Total Revenue		-8,500	-5,299	-5,300	-3,200	
1-4-07200-1000	Salaries Full Time - Swim	500	139	300	-200	-66.67
1-4-07200-1001	Salaries Part Time - Swim	11,071	13,078	12,155	1,084	8.92
1-4-07200-1002	Wages Overtime - Swim	750	1,307	1,000	250	25.00
1-4-07200-1120	Payroll Overhead Burden - Swim	1,266	1,521	1,323	57	4.31
1-4-07200-1135	Supplies/Services - Swim	800	538	750	-50	-6.67
Total Expenditure		14,387	16,583	15,528	1,141	
Swim Program (Surplus)/Deficit		5,887	11,284	10,228	-4,341	
Report Total -->		149,829	133,097	161,219	-11,390	

Budget Department by Category



From Category: 7000 To Category: 7400
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Waubamik Community Hall						
1-3-07300-0570	Waubamik Hall Rental	-3,700	-2,446	-2,500	1,200	-48.00
Total Revenue		-3,700	-2,446	-2,500	-1,200	
1-4-07300-1131	Telephone - Waubamik Hall	600	562	600	0	0.00
1-4-07300-1135	Supplies/Services - Waubamik Hall	250	0	250	0	0.00
1-4-07300-2000	Heating - Waubamik Hall	2,400	2,630	2,400	0	0.00
1-4-07300-2001	Water/Wastewater - Waubamik Hall	2,200	2,271	2,200	0	0.00
1-4-07300-2002	Hydro - Waubamik Hall	1,800	1,802	1,800	0	0.00
1-4-07300-2003	Maintenance & Supplies - Waubamik Hall	100	433	500	400	80.00
1-4-07300-2004	Maintenance Repairs - Waubamik Hall	2,500	1,737	2,000	-500	-25.00
Total Expenditure		9,850	9,435	9,750	-100	
Waubamik Community Hall (Surplus)/Deficit		6,150	6,989	7,250	-1,100	
Report Total -->		155,979	140,086	168,469	-12,490	

Budget Department by Category



From Category: 7000 To Category: 7400
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
McDougall Recreation Complex						
1-3-07400-0464	MRC - Other Revenues	-250	-116	-250	0	0.00
1-3-07400-0465	MRC Rental Income	0	-427	-500	-500	100.00
Total Revenue		-250	-543	-750	500	
1-4-07400-1000	Salaries Full Time - Rec. Complex	12,192	8,708	12,460	268	2.15
1-4-07400-1001	Salaries Part Time - Rec. Complex	8,750	4,238	6,500	-2,250	-34.62
1-4-07400-1002	Wages Overtime - Rec. Complex	1,700	1,598	1,700	0	0.00
1-4-07400-1003	Wages Vacation - Rec. Complex	100	0	0	-100	0.00
1-4-07400-1120	Payroll Overhead Burden - Rec. Complex	2,394	2,064	2,048	-346	-16.89
1-4-07400-1121	OMERS - Rec. Complex	1,097	1,055	1,121	24	2.14
1-4-07400-1122	Employee Benefits - Rec. Complex	0	1,277	1,719	1,719	100.00
1-4-07400-1131	Telephone - Rec. Complex	900	939	950	50	5.26
1-4-07400-1170	Insurance - Rec. Complex	4,000	4,652	4,700	700	14.89
1-4-07400-1183	Miscellaneous - Rec. Complex	400	149	400	0	0.00
1-4-07400-2001	Water/Wastewater - Rec. Complex	809	809	825	16	1.94
1-4-07400-2002	Hydro - Rec. Complex	12,000	11,624	12,000	0	0.00
1-4-07400-2003	Maintenance Supplies - Rec. Complex	1,000	596	1,000	0	0.00
1-4-07400-2004	Maintenance Repairs - Rec. Complex	2,500	2,147	2,500	0	0.00
1-4-07400-2005	Equipment & Repairs - Rec. Complex	1,000	874	1,000	0	0.00
Total Expenditure		48,842	40,730	48,923	81	
McDougall Recreation Complex (Surplus)/Deficit		48,592	40,187	48,173	419	
Report Total -->		204,571	180,273	216,642	-12,071	

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Museum						
1-4-07500-2040	Museum	10,648	10,648	12,650	2,002	18.8
Total Expenditure		10,648	10,648	12,650	2,002	
Museum (Surplus)/Deficit		10,648	10,648	12,650	-2,002	

FINAL



From Category: 7500 To Category: 8500
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Library Services						
1-3-07600-0431	Ontario Specific Grants - Library	-7,349	-7,349	-7,350	-1	0.01
Total Revenue		-7,349	-7,349	-7,350	1	
1-4-07600-2040	Library Services	45,864	45,864	47,019	1,155	2.46
Total Expenditure		45,864	45,864	47,019	1,155	
Library Services (Surplus)/Deficit		38,515	38,515	39,669	-1,154	

FINAL

Budget Department by Category



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Planning Department						
1-4-08000-1175	Professional Fees Legal - Planning	10,000	7,772	10,000	0	0.00
1-4-08000-2250	Contracted Services - Planning	5,000	30	10,000	5,000	50.00
Total Expenditure		15,000	7,802	20,000	5,000	
Planning Department (Surplus)/Deficit		15,000	7,802	20,000	-5,000	

FINAL



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
West Parry Sound Geography Network						
1-4-08050-2040	West Parry Sound Geography Network	15,000	11,500	11,500	-3,500	-30.43
Total Expenditure		15,000	11,500	11,500	-3,500	
West Parry Sound Geography Network (Surplus)/Deficit		15,000	11,500	11,500	3,500	

FINAL

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Committee of Adj/Property Standards						
1-4-08100-1116	Special Meetings - Committees	800	1,106	1,000	200	20.00
Total Expenditure		800	1,106	1,000	200	
Committee of Adj/Property Standards (Surplus)/Deficit		800	1,106	1,000	-200	

FINAL



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Industrial Park Board						
1-4-08200-2040	Industrial Park Board	14,092	13,970	14,280	188	1.32
Total Expenditure		14,092	13,970	14,280	188	
Industrial Park Board (Surplus)/Deficit		14,092	13,970	14,280	-188	

FINAL

MUNICIPALITY OF MCDOUGALL
Budget Department by Category



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Planning Board						
1-4-08250-2040	Planning Board	7,000	7,000	7,000	0	0.00
Total Expenditure		7,000	7,000	7,000	0	
Planning Board (Surplus)/Deficit		7,000	7,000	7,000	0	

FINAL



From Category: 7500 To Category: 8500
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Revenue						
Economic Development						
1-4-08300-2040	Economic Development	10,000	6,250	9,000	-1,000	-11.11
Total Expenditure		10,000	6,250	9,000	-1,000	
Economic Development (Surplus)/Deficit		10,000	6,250	9,000	1,000	

FINAL



From Category: 7500 To Category: 8500
Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	2018 FINAL BUDGET	2018 ACTUAL VALUES	2019 FINAL BUDGET	Variance	Var %
General Operating Fund						
Expenditure						
Business Development Centre						
1-4-08500-2040	Business Development Centre	3,000	3,000	3,000	0	0.00
Total Expenditure		3,000	3,000	3,000	0	
Business Development Centre (Surplus)/Deficit		3,000	3,000	3,000	0	

FINAL

Budget Department by Category



From Category: 90000 To Category: 97000
 Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	CC1	CC2	CC3	2019 FINAL BUDGET
General Operating Fund					
Revenue					
Capital Works - General Government					
Revenue					
1-3-90000-0431	Ontario Specific Grants - I				-20,000
1-3-90000-0575	Transfer From Reserves -				-20,000
Total Revenue					-40,000
Expenditure					
1-4-90000-9000	Capital Works - Office Ext Reno	1500€			40,000
Total Expenditure					40,000
Capital Works - General Government (Surplus)/Deficit					0

Budget Department by Category



From Category: 90000 To Category: 97000

Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	CC1	CC2	CC3	2019 FINAL BUDGET
General Operating Fund					
Revenue					
Capital Works - Fire					
Revenue					
1-3-91000-0575	Transfer From Reserves -				-30,000
	Total Revenue				-30,000
Expenditure					
1-4-91000-9000	Capital Works - RIT Rescue Pack	5012			3,500
1-4-91000-9000	Capital Works - Turnout Gear x5	5014			8,000
1-4-91000-9000	Capital Works - Digital Radios	5016			8,000
1-4-91000-9000	Capital Works - Digital Repeater	5017			4,000
1-4-91000-9000	Capital Works - IRDC Rescue Cr	5018			6,500
	Total Expenditure				30,000
	Capital Works - Fire (Surplus)/Deficit				0



From Category: 93000 To Category: 93000
Account Code: ??-?????-???? To : ??-?????-????

Account Code	Account Description	CC1	CC2	CC3	2019 FINAL BUDGET
General Operating Fund					
Revenue					
Capital Works - Transportation					
Revenue					
1-3-93000-0431	Ontario Specific Grants -				-473,063
1-3-93000-0436	Federal Specific Grants -				-288,937
1-3-93000-0575	Transfer From Reserves -				-288,000
Total Revenue					-1,050,000

Expenditure					
1-4-93000-9000	Capital Works - McD Rd Culvert	9004			65,000
1-4-93000-9000	Capital Works - Peninsula Shores	9015			200,000
1-4-93000-9000	Capital Works - Big Ben	9018			110,000
1-4-93000-9000	Capital Works - Tandem Plow #1	9020			275,000
1-4-93000-9000	Capital Works - Tandem Plow #2	9021			275,000
1-4-93000-9000	Capital Works - Pineridge Dr Culvert	9022			125,000
Total Expenditure					1,050,000

Capital Works - Transportation (Surplus)/Deficit					0

Report Total -->					0



From Category: 90000 To Category: 97000
Account Code: ??-?-?????-???? To : ??-?-?????-????

Account Code	Account Description	CC1	CC2	CC3	2019 FINAL BUDGET
General Operating Fund					
Revenue					
Capital Works - Water System					
Revenue					
1-3-94000-0431	Ontario Specific Grants - 1				-30,545
1-3-94000-0436	Federal Specific Grants - 1				-61,089
1-3-94000-0575	Transfer From Reserves - 1				-34,548
Total Revenue					-126,182

Expenditure					
1-4-94000-9000	Capital Works - Nobel Looping		1100€		126,182
Total Expenditure					126,182

Capital Works - Water System (Surplus)/Deficit					0

FINAL



From Category: 90000 To Category: 97000
Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	CC1	CC2	CC3	2019 FINAL BUDGET
General Operating Fund					
Revenue					
Capital Works - Landfill					
Revenue					
1-3-96000-0575	Transfer From Reserves -				-350,000
Total Revenue					-350,000

Expenditure					
1-4-96000-9000	Capital Works - Landfill Shop		1300€		350,000
Total Expenditure					350,000

Capital Works - Landfill (Surplus)/Deficit					0

FINAL

Budget Department by Category



From Category: 90000 To Category: 97000
 Account Code: ?-?-?????-???? To : ?-?-?????-????

Account Code	Account Description	CC1	CC2	CC3	2019 FINAL BUDGET
General Operating Fund					
Revenue					
Capital Works - Parks & Recreation					
Revenue					
1-3-97000-0431	Ontario Specific Grants - I				-142,000
1-3-97000-0575	Transfer From Reserves -				-66,000
Total Revenue					-208,000
Expenditure					
1-4-97000-9000	Capital Works - Park & Bldg Signage	7006			12,000
1-4-97000-9000	Capital Works - Geo Hunt Pave Pkg	7019			40,000
1-4-97000-9000	Capital Works - Nobel Beach Exp.	7020			10,000
1-4-97000-9000	Capital Works - Nobel Church	7021			50,000
1-4-97000-9000	Capital Works - Parks Guardrails	7022			14,000
1-4-97000-9000	Capital Works - MRC Lighting	7023			5,000
1-4-97000-9000	Capital Works - Rafts & Docks	7024			9,500
1-4-97000-9000	Capital Works - MRC Snow Screen	7025			7,500
1-4-97000-9000	Capital Works - Paint Storage Bldg	7026			3,000
1-4-97000-9000	Capital Works - Parks Truck Sander	7027			6,000
1-4-97000-9000	Capital Works - Wellness Ctr. Study	7028			36,000
1-4-97000-9000	Capital Works - Geo Hunt Lighting	7029			15,000
Total Expenditure					208,000
Capital Works - Parks & Recreation (Surplus)/Deficit					0

MUNICIPALITY OF MCDOUGALL
Budget Report by Cost Center



GL5260 Page : 89
 Date : Mar 05, 2019 Time : 8:07 am

Account Code : ??-?-????-???? To : ??-?-????-????

Function Type : All

General Operating Fund			
1001 - Engine 1 - 1993 Freightliner F			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	750	0	0
Total Expenditure	750	0	0
Surplus/Deficit	750	0	0

General Operating Fund			
1002 - Engine 2 - 2012 Pierce Interna			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	3,500	9,944	4,000
Total Expenditure	3,500	9,944	4,000
Surplus/Deficit	3,500	9,944	4,000

General Operating Fund			
1003 - Pumper - 2017 Freightliner			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	2,000	1,996	2,500
Total Expenditure	2,000	1,996	2,500
Surplus/Deficit	2,000	1,996	2,500

General Operating Fund			
1021 - Tanker 1 - 2008 Freightliner M			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	2,800	2,288	5,600
Total Expenditure	2,800	2,288	5,600
Surplus/Deficit	2,800	2,288	5,600

General Operating Fund			
1022 - Tanker 2 - 2002 Freightliner F			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	4,500	2,035	4,500
Total Expenditure	4,500	2,035	4,500

MUNICIPALITY OF MCDOUGALL
Budget Report by Cost Center



GL5260 Page : 90
 Date : Mar 05, 2019 Time : 8:07 am

Account Code : ??-?????-???? To : ??-?????-????

Function Type : All

General Operating Fund			
1022 - Tanker 2 - 2002 Freightliner F			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Surplus/Deficit	4,500	2,035	4,500

General Operating Fund			
1031 - Rescue 1 - 1999 Freightliner F			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	2,500	2,104	5,200
Total Expenditure	2,500	2,104	5,200
Surplus/Deficit	2,500	2,104	5,200

General Operating Fund			
1032 - Rescue 2 - 2004 Ford F450 4x4			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	3,000	2,164	3,500
Total Expenditure	3,000	2,164	3,500
Surplus/Deficit	3,000	2,164	3,500

General Operating Fund			
1041 - Squad 4 - 2007 Chev 4 x 4 Crew			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	3,000	3,141	2,500
Total Expenditure	3,000	3,141	2,500
Surplus/Deficit	3,000	3,141	2,500

General Operating Fund			
1051 - Boat - 1998 Lowe Jon Boat			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	200	312	250
Total Expenditure	200	312	250
Surplus/Deficit	200	312	250

MUNICIPALITY OF MCDOUGALL
Budget Report by Cost Center



GL5260 Page : 91
 Date : Mar 05, 2019 Time : 8:07 am

Account Code : ??-?-?????-???? To : ??-?-?????-????

Function Type : All

General Operating Fund			
1061 - ATV - 2005 John Deere Buck EX			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	500	15	500
Total Expenditure	500	15	500
Surplus/Deficit	500	15	500

General Operating Fund			
1062 - ATV - 2013 Polaris 550 X2			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	200	26	200
Total Expenditure	200	26	200
Surplus/Deficit	200	26	200

General Operating Fund			
1081 - Trailer 1 - 1996 Snowmobile Tr			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	100	0	100
Total Expenditure	100	0	100
Surplus/Deficit	100	0	100

General Operating Fund			
1082 - Trailer 2 - 1998 Ezlo Boat Tra			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	100	29	250
Total Expenditure	100	29	250
Surplus/Deficit	100	29	250

General Operating Fund			
1083 - Trailer 3 - 2007 Command Rehab			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	750	606	750
Total Expenditure	750	606	750

MUNICIPALITY OF MCDOUGALL
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Function Type : All

General Operating Fund
1083 - Trailer 3 - 2007 Command Rehab

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Surplus/Deficit	750	606	750
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General Operating Fund
1201 - #62 2016 GMC Equinox

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Vehicles - Building	0	933	0
Fuel - Building	1,500	1,208	1,500
Total Expenditure	1,500	2,141	1,500
Surplus/Deficit	1,500	2,141	1,500

General Operating Fund
1402 - #49 - 2006 Sterling Plow Truck

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Maintenance Costs/Parts - Vehicles & Equ	5,000	5,310	10,000
Total Expenditure	5,000	5,310	10,000
Surplus/Deficit	5,000	5,310	10,000

General Operating Fund
1403 - #52 - 2010 International Plow

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Maintenance Costs/Parts - Vehicles & Equ	15,000	39,245	8,000
Total Expenditure	15,000	39,245	8,000
Surplus/Deficit	15,000	39,245	8,000

General Operating Fund
1404 - #55 - 2012 International Plow

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Maintenance Costs/Parts - Vehicles & Equ	15,000	41,910	8,000
Total Expenditure	15,000	41,910	8,000
Surplus/Deficit	15,000	41,910	8,000

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Function Type : All

General Operating Fund			
1405 - #59 - 2014 Freightliner Plow T			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	15,000	9,913	15,550
Total Expenditure	15,000	9,913	15,550
Surplus/Deficit	15,000	9,913	15,550

General Operating Fund			
1406 - #63 - 2016 Freightliner Plow T			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	6,000	7,334	9,550
Total Expenditure	6,000	7,334	9,550
Surplus/Deficit	6,000	7,334	9,550

General Operating Fund			
1450 - #51 - 2007 Chev.Pick-Up			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	2,000	839	2,000
Total Expenditure	2,000	839	2,000
Surplus/Deficit	2,000	839	2,000

General Operating Fund			
1451 - #56 - 2013 Chev Pick-Up			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	6,000	8,989	6,000
Total Expenditure	6,000	8,989	6,000
Surplus/Deficit	6,000	8,989	6,000

General Operating Fund			
1452 - #57 - 2013 Dodge Truck			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	8,000	18,765	12,000
Total Expenditure	8,000	18,765	12,000

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Function Type : All

General Operating Fund			
1452 - #57 - 2013 Dodge Truck			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Surplus/Deficit	8,000	18,765	12,000

General Operating Fund			
1453 - #61 - 2015 Chev Double Cab Pic			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	1,000	48	1,000
Total Expenditure	1,000	48	1,000
Surplus/Deficit	1,000	48	1,000

General Operating Fund			
1475 - #16 - Steam Jenny			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	500	104	500
Total Expenditure	500	104	500
Surplus/Deficit	500	104	500

General Operating Fund			
1476 - #17 - Bandit Chipper			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	500	209	0
Total Expenditure	500	209	0
Surplus/Deficit	500	209	0

General Operating Fund			
1477 - #19 - 1986 Case International			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	1,000	215	800
Total Expenditure	1,000	215	800
Surplus/Deficit	1,000	215	800

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Function Type : All

General Operating Fund			
1478 - #37 - 1997 Champion Grader			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	12,000	28,053	12,000
Total Expenditure	12,000	28,053	12,000
Surplus/Deficit	12,000	28,053	12,000

General Operating Fund			
1480 - Float			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	1,200	3,464	1,500
Total Expenditure	1,200	3,464	1,500
Surplus/Deficit	1,200	3,464	1,500

General Operating Fund			
1481 - #53 - 2010 Backhoe			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	1,000	3,860	0
Total Expenditure	1,000	3,860	0
Surplus/Deficit	1,000	3,860	0

General Operating Fund			
1482 - Durapatcher			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	1,500	417	8,000
Materials & Supplies - Vehicles & Equipm	10,000	0	5,000
Total Expenditure	11,500	417	13,000
Surplus/Deficit	11,500	417	13,000

General Operating Fund			
1483 - #60 - 2014 JD Excavator			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	9,000	19,533	9,000
Total Expenditure	9,000	19,533	9,000

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Function Type : All

General Operating Fund			
1483 - #60 - 2014 JD Excavator			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Surplus/Deficit	9,000	19,533	9,000

General Operating Fund			
1484 - #64 - Amaco Cold Mix Recycler			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	1,500	8,190	2,000
Total Expenditure	1,500	8,190	2,000
Surplus/Deficit	1,500	8,190	2,000

General Operating Fund			
1601 - #58 2014 GMC 2500 HD Truck			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	0	32	0
Maintenance Costs/Parts - Water	3,000	1,831	3,000
Total Expenditure	3,000	1,863	3,000
Surplus/Deficit	3,000	1,863	3,000

General Operating Fund			
1651 - #54 2012 Chev			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles & Equ	0	49	0
Vehicles - Landfill	5,000	3,843	5,000
Motor Oil/Grease - Landfill	0	340	0
Maintenance Costs/Parts - Vehicles	1,000	1,384	0
Total Expenditure	6,000	5,616	5,000
Surplus/Deficit	6,000	5,616	5,000

General Operating Fund			
1675 - #07 - 2006 John Deere Gator			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Motor Oil/Grease - Landfill	0	51	0
Maintenance Costs/Parts - Vehicles	2,000	61	2,500
Total Expenditure	2,000	113	2,500

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Function Type : All

General Operating Fund

1675 - #07 - 2006 John Deere Gator

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Surplus/Deficit	2,000	113	2,500
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General Operating Fund

1676 - #02 - Landfill Compactor

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Vehicles - Landfill	0	250	0
Maintenance Costs/Parts - Vehicles	4,000	16,679	14,000
Total Expenditure	4,000	16,929	14,000

Surplus/Deficit	4,000	16,929	14,000
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General Operating Fund

1677 - 2000 Cat Dozer

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Maintenance Costs/Parts - Vehicles & Equ	0	588	0
Vehicles - Landfill	0	193	0
Motor Oil/Grease - Landfill	0	144	0
Maintenance Costs/Parts - Vehicles	1,500	1,860	1,500
Total Expenditure	1,500	2,785	1,500

Surplus/Deficit	1,500	2,785	1,500
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General Operating Fund

1678 - John Deere Loader724K

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Maintenance Costs/Parts - Vehicles & Equ	0	775	0
Vehicles - Landfill	0	366	0
Motor Oil/Grease - Landfill	0	144	0
Maintenance Costs/Parts - Vehicles	5,000	14,025	8,500
Total Expenditure	5,000	15,310	8,500

Surplus/Deficit	5,000	15,310	8,500
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General Operating Fund

1680 - Landfill - Garbage Compactor/B

2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
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Expenditure

Maintenance Costs/Parts - Vehicles	0	600	600
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Function Type : All

General Operating Fund			
1680 - Landfill - Garbage Compactor/B			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Total Expenditure	0	600	600
Surplus/Deficit	0	600	600

General Operating Fund			
1681 - John Deere Lawn Tractor			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Vehicles	0	3,194	600
Total Expenditure	0	3,194	600
Surplus/Deficit	0	3,194	600

General Operating Fund			
1702 - #PR2017 Chev 2500			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Parks & Rec	2,500	1,654	2,500
Total Expenditure	2,500	1,654	2,500
Surplus/Deficit	2,500	1,654	2,500

General Operating Fund			
1725 - 3 1/2 Ton Dump Trailer			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Parks & Rec	1,200	1,573	1,200
Total Expenditure	1,200	1,573	1,200
Surplus/Deficit	1,200	1,573	1,200

General Operating Fund			
1726 - Mowers/Equipment/Tools			
	2018	2018	2019
	FINAL BUDGET	ACTUAL VALUE	FINAL BUDGET
Expenditure			
Vehicles - Fire	0	128	0
Maintenance Costs/Parts - Parks & Rec	2,000	168	775
Total Expenditure	2,000	296	775
Surplus/Deficit	2,000	296	775

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Function Type : All

General Operating Fund
1727 - Ice Resurfacer

	2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
Expenditure			
Maintenance Costs/Parts - Parks & Rec	1,200	1,589	1,200
Materials & Supplies - Parks & Rec	0	12	0
Total Expenditure	1,200	1,601	1,200
Surplus/Deficit	1,200	1,601	1,200

FINAL

MUNICIPALITY OF MCDOUGALL
Budget Report by Cost Center



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Function Type : All

	2018 FINAL BUDGET	2018 ACTUAL VALUE	2019 FINAL BUDGET
Summary Total Revenues	0	0	0
Summary Total Expenses	0	0	0
Summary Surplus/Deficit	165,000	274,732	183,625

FINAL



Municipality of McDougall
2018 Capital Expenditures

Expenditures		2018 Actual	2018 Budget	Variance /Budget	Percentage Spent
<u>Protection</u>	SCBA Bottles	-	8,000	8,000	0%
	RIT Rescue Packs	-	2,850		0%
	Station 1 - Room Repairs	4,104	4,250	146	97%
	Turnout Gear x 7	8,019	6,750	- 1,269	119%
<u>Building</u>	Printer/Scanner	14,035	15,000	965	94%
<u>Recreation & Culture</u>	Picnic Tables	2,278	6,500	4,222	35%
	Front Loader Attachment	4,512	2,650	- 1,862	170%
	MRC Storage Room	-	1,500	1,500	0%
	Plow for Parks Truck	8,967	9,000	33	100%
	Nobel Beach - Play Structure	37,888	25,000	- 12,888	152%
	Nine Mile Picnic Shelter	44,718	35,750	- 8,968	125%
	George Hunt Parking Lot	34,810	22,000	- 12,810	158%
	Main Street Revitalization	53,578	-	- 53,578	
<u>Transportation Services</u>	McDougall Culvert	-	65,000	65,000	0%
	Limberts Road	218,298	220,000	1,702	99%
	Lorimer Lake Road	1,134,995	1,201,150	66,155	94%
	Miller Drive	43,594	50,000	6,406	87%
	Backhoe	104,103	130,000	25,897	80%
	Sand Dome Roof	38,073	55,000	16,927	69%
	Big Ben Road	50,000	50,000	-	100%
<u>Environmental Services</u>	Water System Looping	-	126,182	126,182	0%
	Sewer line maintenance	11,409	9,925	- 1,484	115%
	Transfer Station Building	22,882	5,000	- 17,882	458%
<u>General Government</u>	Asset Mgmt. Software	10,000	25,000	15,000	40%
	Website Upgrde	15,000	15,000	-	100%
	Office A/C	6,260	20,000	13,740	31%
Total Capital Expenditures		1,867,523	2,111,507	243,984	88%



Municipality of McDougall

Analysis - Projected Reserve Activity

2019 Budget

		Opening Balance	Projected	Projected	Closing
		1-Jan-19	Transfers In	Transfers Out	31-Dec-19
Working Capital Reserve	1-2-00260-0300	-710,394 -	581,513	-	1,291,907
General Government Reserve	1-2-00260-0305	-185,634		35,500 -	150,134
Election Reserve	1-2-00260-0306	-4,236 -	4,000	-	8,236
Legal Reserve	1-2-00260-0307	-38,023		-	38,023
Fire Equipment Reserve	1-2-00260-0310	-25,867 -	15,000	30,000 -	10,867
Building Dept Reserve	1-2-00260-0311	-32,667		-	32,667
Transportation Equipment Reserve	1-2-00260-0315	-154,000		89,000 -	65,000
Transportation Roads Reserve	1-2-00260-0316	-392,677 -	193,947	134,000 -	452,624
Bridge Reserve	1-2-00260-0317	-65,000		65,000 -	0
Parks & Recreation Reserve	1-2-00260-0320	-100,377		66,000 -	34,377
Waubamik Hall Reserve	1-2-00260-0321	-16,253		-	16,253
Water Reserve	1-2-00260-0330	-683,431 -	2,444	34,548 -	651,327
Sewer Reserve	1-2-00260-0331	-62,172		-	62,172
Landfill Closure Reserve	1-2-00260-0332	-1,600,103 -	100,000	350,000 -	1,350,103
		-4,070,833	-896,904	804,048	-4,163,689

* Opening balance does not yet include a 2018 year end deficit or surplus



Municipality of McDougall Analysis - Community Grants 2019 Budget

Payor/Vendor	2017 Budget	2018 Budget	2019 Budget
The Rach Fund	300.00	300.00	300.00
Royal Canadian Legion - Wreaths	225.00	225.00	225.00
WPSHC - Doctor Recruitment	5,000.00	5,000.00	5,000.00
Norm Miller Golf	1,000.00		
Festival of the Sound	1,300.00	1,300.00	1,450.00
FONOM		1,000.00	-
Nobel School Breakfast Club			500.00
McDougall School Breakfast Club			500.00
Miscellaneous	1,000.00	1,175.00	1,025.00
Total Community Grants	8,825.00	9,000.00	9,000.00



The Corporation of the Town of Parry Sound Notice of a Complete Application and Public Meeting Concerning a Proposed Zoning By-law Amendment - Z/19/03 - 32 Riverdale Road (Laforme/Hubert)

Take notice that the Council of the Corporation of the Town of Parry Sound will hold a public meeting on **Tuesday May 7, 2019 at 7:00 p.m.** in the Council Chambers at the Town of Parry Sound's Municipal Office, 52 Seguin Street (Gibson Street entrance) to consider a proposed Zoning By-Law Amendment under Section 34 of The Planning Act as amended.

The property is an existing building located at 32 Riverdale Road, known as Lot 72 on Plan 172, in the Town of Parry Sound. The property proposed for rezoning is shown on the attached Location Map.

The applicant has requested relief from the Residential First Density (R1) Zone to permit two residential units within the existing structure and to reduce the parking space size from 3 metres by 6 metres to 3 metres by 5.4 metres.

Any Person may attend the public meeting and make written and/or verbal representation either in support of, or opposition to the proposed Zoning By-Law Amendment.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Town of Parry Sound to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of Parry sound before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to Council of the Town of Parry Sound before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Town of Parry Sound on the proposed Zoning By-law Amendment, you must make a written request to the undersigned.

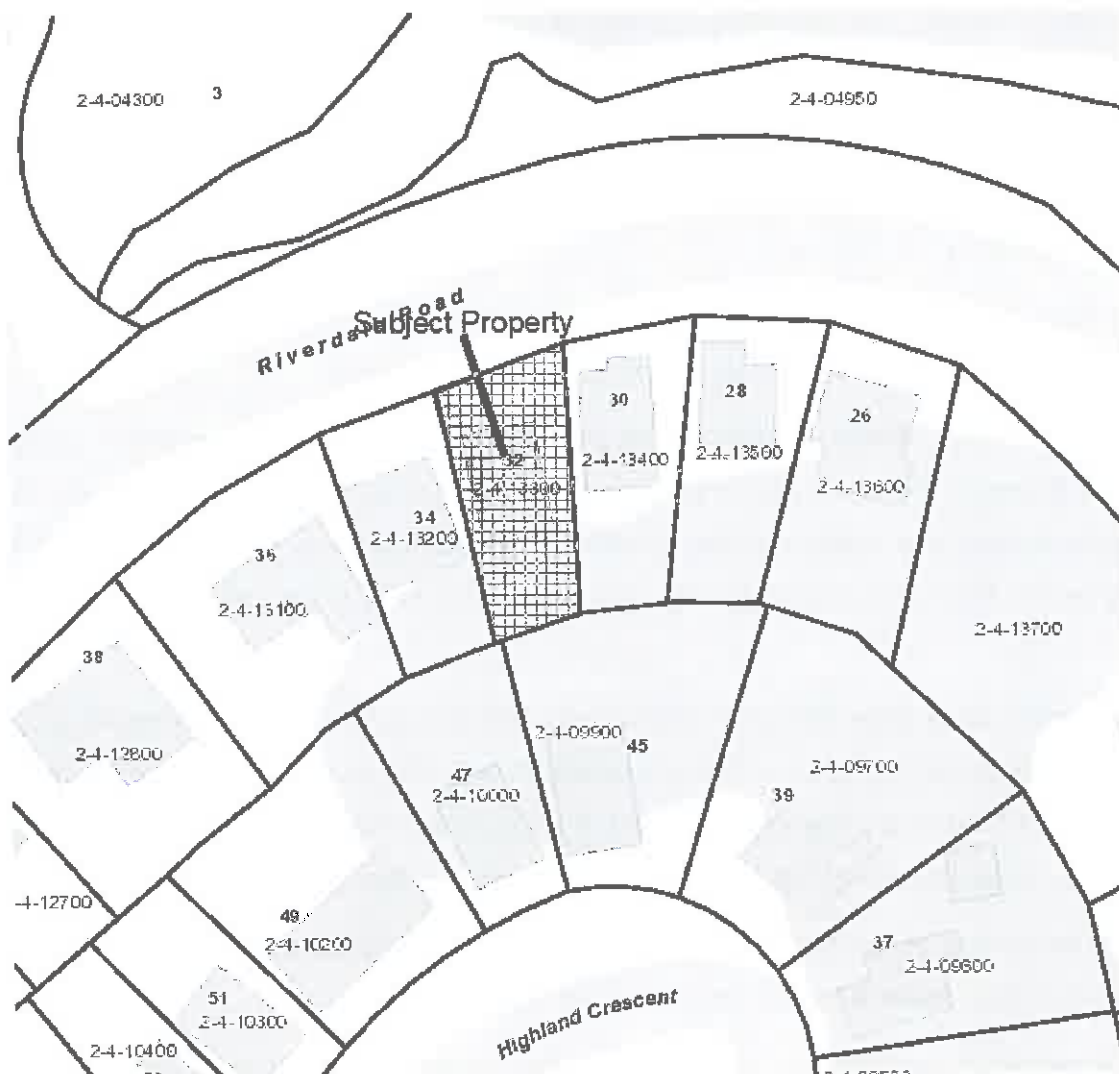
If you are the owner of any land that contains more than seven residential units, please post this in a location which is visible to all residents.

Additional Information relating to the proposed Zoning By-Law Amendment is available for inspection between 8:30 a.m. and 4:30 p.m. at the Town Office, 52 Seguin Street, Parry Sound by contacting Taylor Elgie, Manager of Building and Planning, telgie@townofparrysound.com.

Dated at Parry Sound this **16th** Day of **April**, 2019.

Ms. Rebecca Johnson, Clerk
Town of Parry Sound
52 Seguin Street
Parry Sound, Ontario, P2A 1B4
Telephone #705-746-2101 x 220

Location Map





Wednesday April 17, 2019

Dear local Municipality/First Nations councils, chiefs and mayors:

We represent a group of local volunteers that have come together to facilitate the construction of a splash pad water park in the Parry Sound area. Municipalities like building these facilities because it offers an added feature to an existing park or playground and increases traffic and time spent as well as the added spin off of potential money spent in that area by visitors.

We have spent the last 2 years campaigning, fundraising, building local support and forging partnerships with local service groups, businesses and individuals and have currently raised over \$40,000.

As you may or may not have heard, the town of Parry Sound has rejected our efforts to have a 3500 square foot splash pad facility built adjacent to Waubuno Beach.

We are now offering our ideas, expertise and hard work to local surrounding municipalities to see if they may be interested in working with us to bring this wonderful opportunity to their residents. We are offering the funds that we have raised, and future funds and grant money to the municipality/First Nations that may be the most interested.

We are able to work within a budget that is best for the municipality and have a plan that allows this to grow or be modified based on the usage and popularity.

If you think this would be something that would be of interest to your municipality/First Nations, please let us know and we would be happy to come make a formal deputation at an upcoming council meeting as well as provide information and answer questions.

This would be a great asset to our local residents and families and provide a much needed and desired facility for years to come.

We are hoping to hear from any interested parties by July 1st, 2019 as we are currently holding money that's been fundraised and if there is no interest by that time, we will begin issuing refunds.

Thanks for your time and consideration,

Sound Splash Pad co-chairs

Chris McDonald (705)774-6129

Erin Cardy (705)774-4358

www.soundsplashpad.com email: soundsplashpad@gmail.com



April 16, 2019

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

C. Touzel
City Clerk

RESOLUTION

6.1 Single-Use Plastic Straws

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

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

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

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

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

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

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

To: Members of the Community Policing Advisory Committee
Meeting Date: 24 January 2019
Meeting Time: 7:00 p.m.
Location: West Parry Sound OPP Detachment – 7 Bay Street, Parry Sound

MINUTES

PRESENT WERE: Mike Kekkonen Township of McKellar
 Bonnie Keith Town of Parry Sound
 Rod Osborne Township of Seguin
 Joe McEwen Municipality of Whitestone
 Debbie Crocker Township of Carling
 Joe Ryman Municipality of McDougall
 Sgt. R. Mackay Ontario Provincial Police
 S/Sgt D. Lalonde Ontario Provincial Police
 Pam Stoneman Ontario Provincial Police

ABSENT WERE: Grant Walker Township of the Archipelago

GUESTS: Harold Themer Britt/Byng Inlet
ABSENT GUEST: Lionel Fox Henvey Inlet First Nation

The meeting was called to order at 7:00 p.m.

WELCOME

Staff Sgt. Lalonde welcomed everyone. He advised everyone that the next meeting would have a couple changes, Sgt. Rick Mackay is retiring and will be replaced by Sgt. Jeremy McDonald and the new permanent Staff Sgt would be Shaun Crabbe who would be coming in March.

MINUTES

The meeting package, including draft Minutes and reports, was forwarded to CPAC members by e-mail prior to the meeting.

The Minutes of the meeting held on 18October2018were presented.

Moved by: B. Keith
Seconded by: J. McEwen

Resolved that: The Minutes of the Community Policing Advisory Committee meeting held on October 18, 2018 be approved as presented.

Carried;

BUSINESS ARISING FROM MINUTES

- a) J. McEwen discussion around Cannabis who would be opting in or out. Staff Sgt. advised we have been given presentations from the Crown, the OPP will not be involved in who is chosen for dispensaries and we will deal with calls for service regarding illegal dispensaries as they arise. We rely on the community to provide us with info in regard to this. Rod Osborne advised that Seguin opted for potential grow operation
- b) Mike Kekkonen wanted clarification on the awards and this was reviewed; Also concerned about Mental Health Act calls, and how they were billed Staff Sgt. advised billed like any call for service.
- c) Rod Osborne had questions about bubblers and red lights. Amber lights were suggested as an alternative so that they aren't confused with MSV tail lights. Sgt. Mackay advised these were recommendations from the Muskoka Cottage Association, in theory no requirement for anything, but could be charged with Criminal Negligence etc., if someone were to be killed or seriously injured as a result of having no warning.

REPORTS

- a) ***Accountability Report (31 Oct 2019- 31 Dec 2018):*** Short Discussion; Questions raised about whether OPP could attend community meetings to discuss issues, Staff Sgt. Lalonde suggested that CPAC members could report to their communities and if time/resources permitted for specialized requests (ie: Manitouwaubing Cottager's Association meeting) where members were requested for a specific presentation, that arrangements could be made as long as issues/questions were provided in advance.
- b) ***Municipal Statistics (31 Oct 2019- 31 Dec 2018):*** Staff Sgt. Lalonde reported on the 4th quarter municipal statistics. The specific details of the reports/narratives were not delivered orally, but each member reviewed their own.

Municipality of Whitestone: No notable issues

Municipality of McDougall: Joe Ryman noted that there were a significant amount of 911 hang ups and that this consumes a lot of member's time. Sgt. Mackay advised that we try through educating the public to decrease these numbers, but they continue and there is nothing OPP can do about these, we are mandated to respond. Mike Kekkonen advised that the 911 committee would be running a full page ad in this regard in July.

Township of McKellar: M. Kekkonen noted that marine hours were down, target was 1200 but down to 700. Sgt Mackay advised that Parry Sound 33 had a big impact on this, as well as mechanical issues with the boats. M. Kekkonen wondered if Cst. Loach would be willing to do an anti-fraud presentation with the McKellar Seniors and he was advised to contact the office and make arrangements. He also inquired about open houses at the Detachment and Sgt.

Mackay advised that we always have an open house during Police week and the public is welcome to attend.

M. Kekkonen also questioned the Record Checks, and was advised by Sgt. Mackay that these are tracked and not billed, that the Municipalities actually get a refund as a result of these.

Township of Seguin: Noted property crime was up in the area. Sgt. Mackay advised that weighted standard hours increased slightly. He advised these were not just scams, but legitimate frauds requiring investigative hours. R. Osborne also noted traffic hours increased, Sgt. Mackay advised increase in the number of accidents.

Township of Archipelago: No one in attendance

Township of Carling : No concerns

Town of Parry Sound: B. Keith advised she appreciated how clear the reports are. Concerned about Cocaine/Hydro morphs if they had settled any, and Sgt. Mackay advised that this is still an ongoing issue.

FOCUSED PATROLS

Marine Focus Patrol: Sgt. Mackay advised that Brian Henry arranged shifts so that there would be after hours lake patrol specifically looking for boating with no lights, Impaired/Over 80- in total 8 patrols done, 62.5 hours dedicated, charges flowing from this. Also completed some joint patrols with MNR during the Moose and Deer hunts.

Several RIDE initiatives, Festive Ride ran from the end of November to the beginning of January.

STAFFING

Staff Retirements: Sgt Rick Mackay retiring in February.

New Staff Sgt- Staff Sgt Lalonde advised that Shaun Crabbe was going to be the new Detachment Commander for West Parry Sound. He reviewed Staff Sgt Crabbe's CV with everyone and advised that he would be here the end of March.

Currently we had one Detective Constable leaving and one new member coming. Always transfer in or out requests being received, and we try not to have vacancies for long.

CPAC MEMBER COMMENTS

Joe McEwen – Municipality of Whitestone: Happy to see officers out and about in Whitestone. Mr. McEwen had concerns from residents about loud mufflers on snowmobiles and Staff Sgt. Lalonde advised that our S.A.V.E. (Snowmobile, ATV, Vessel, Enforcement) unit is aware of this and have been actively looking for, and increasing enforcement in this area.

Bonnie Keith – Town of Parry Sound: Had questions about Citizen Self-Reporting, is it different in Sudbury vs. Parry Sound? Staff Sgt. Lalonde advised that it is not used frequently in Sudbury either, and that more promotion of the program needs to happen. Ms. Keith also advised that she appreciates the OPP presence in the 40 km/hr zones in town and reiterated she would like to see an increase in foot patrol in the downtown area. She also inquired about upcoming community events to engage the OPP with the community and Sgt. Mackay advised that we would once again be hosting the High School in a hockey game and there was talk about the Flying Fathers, but that we had no official word on this yet.

Joe McEwen- Municipality of Whitestone: Concerns about possible drinking and driving and speeding when people were travelling leaving the cottage on Sunday night to return to their homes, and concerned about the lack of OPP presence due to Whitestone being the “outer boundary” Sgt. McDonald agreed regarding the speed and possibility of impaired driving and advised that there were suggestions that joint RIDE could be set up with Almaguin Highlands.

NEW BUSINESS

H. Themer, guest from Britt/Byng Inlet, had questions about the Still River Detachment and why it was not staffed/open for the public and will there be officers there on a regular basis. Staff Sgt Lalonde advised that we work under ‘borderless policing’, officers are expected to be on the road as much as possible, telephones are outside of all detachments and people can use them to call the Communication Centre and an officer will be dispatched based upon their location, and what they are currently involved in. Officers may respond to Britt from Parry Sound, or Noelville, dependent upon the seriousness of the call and the availability of officers.

B. Keith then questioned when outside help comes, does the Municipality pay extra and Staff Sgt. Lalonde advised that like everything else officers time is scored to the location where they are working or carrying out their duties.

CORRESPONDENCE

None

OTHER MATTERS

R. Osborne asked about the new detachment. Staff Sgt. Lalonde advised that the build is to start this spring and that it will be right on highway 400, with easy access on and off the highway and we are expected to move in the fall of 2020.

NEXT MEETING

The next meeting of the CPAC will be on 18 April 2019 commencing at 7:00 p.m.

ADJOURNMENT

The meeting adjourned at 8:30 p.m.

To: Members of the Community Policing Advisory Committee
 West Parry Sound Ontario Provincial Police
 Meeting Date: 18 April 2019 7:00 p.m.
 Location: Ministry of Natural Resources Boardroom, 7 Bay Street, Parry Sound, Ontario

AGENDA

1. Attendance

Present	Absent	CPAC Member
		Grant Walker – Archipelago Township
		Debbie Crocker - Carling Township
		Mike Kekkonen – McKellar Township
		Bonnie Keith – Town of Parry Sound
		Joe McEwen – Municipality of Whitestone
		Lionel Fox – Henvey Inlet First Nation
		Joe Ryman – McDougall Township
		Rod Osborne – Seguin Township
		Al O'Brien – Byng Inlet/Britt
		S/Sgt. Shawn Crabbe – OPP
		Sgt. Jeremy McDonald– OPP
		Pam Stoneman – OPP

2. Welcome and Introductions – Sgt. McDonald

3. Review/ additions/changes of: Minutes of 24 Jan 2019 meeting

Moved by:

Seconded by:

Resolved That: The Minutes of the Community Policing Advisory Committee meeting held on the 24 Jan 2019 be approved as presented

4. Reports:

- a. 2019 Q1 Detachment RMS, ICON and CRS Report: CPAC member comments/questions
- b. 2019 Q1 Member comments/ questions
- c. 2019 Q1 Focused patrol updates

5. New Business:

- a. OPP Role Re: OSPCA – Request for info received by Councillor Mike KEKKONEN
- b. Discussion about the Community Safety and Well-being plan – Requested by Councillor Mike KEKKONEN

6. Correspondence:

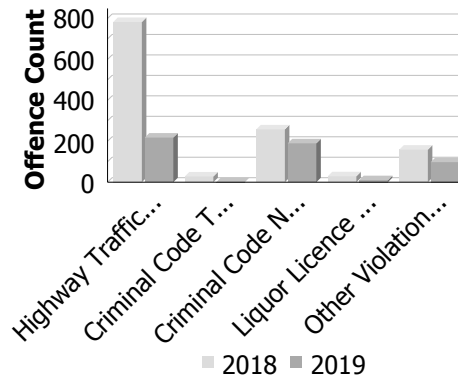
7. Any Other Matters:

9. Meeting Date(s) 2019: 18 July, 17 October – 1900hrs

Police Services Board Report for West Parry Sound
Integrated Court Offence Network
January to March - 2019

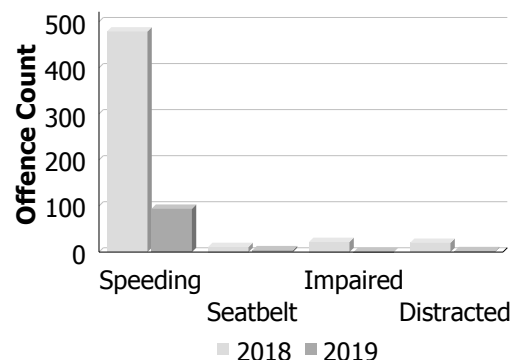
Criminal Code and Provincial Statute Charges Laid

Offence Count	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Highway Traffic Act	783	218	-72.2%	783	218	-72.2%
Criminal Code Traffic	28	0	-100.0%	28	0	-100.0%
Criminal Code Non-Traffic	258	190	-26.4%	258	190	-26.4%
Liquor Licence Act	29	10	-65.5%	29	10	-65.5%
Other Violations	159	98	-38.4%	159	98	-38.4%
All Violations	1,257	516	-58.9%	1,257	516	-58.9%



Traffic Related Charges

Offence Count	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Speeding	479	94	-80.4%	479	94	-80.4%
Seatbelt	11	4	-63.6%	11	4	-63.6%
Impaired	22	0	-100.0%	22	0	-100.0%
Distracted	20	2	-90.0%	20	2	-90.0%



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind.

Data Utilized

- Ministry of Attorney General, Integrated Court Offence Network
- Integrated Court Offence Network Charge Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND, 4J01 - PARRY SOUND (Parry Sound (MI)) (Inactive), 4J10 - WEST PARRY SOUND (Still River)

Data source date:
6-Mar-19 1:23:28 PM

Report Generated by:
McDonald, Jeremy

Report Generated on:
15-Apr-19 8:03:53 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for West Parry Sound
2019/Jan to 2019/Mar

Public Complaints	
Policy	0
Service	0
Conduct	0

Date information collected from Professional Standards Bureau Commander Reports: 2019-04-15

Data Source

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

Secondary Employment

Daily Activity Reporting Patrol Hours	
Total Hours	2019/Jan to 2019/Mar
Number of Cruiser Patrol Hours	2,455.00
Number of Motorcycle Patrol Hours	0.00
Number of Marine Patrol Hours	0.00
Number of ATV Patrol Hours	0.00
Number of Snowmobile Patrol Hours	304.50
Number of Bicycle Patrol Hours	0.00
Number of Foot Patrol Hours	313.00
Number of School Patrol Hours	22.25

Data source (Daily Activity Reporting System) date: 2019/04/12

Staffing Updates	
Transfers:	Staff Sergeant Crabbe and Sergeant Roberts transferred in Q1. Two members will be transferring out in Q2 and two other members will be transferring in Q2. We will be down one FTE in Q2.

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND, 4J10 - WEST PARRY SOUND (Still River)

Area code(s): 4069 - Carling, 4829 - Grundy Lake Provincial Park, 4871 - Hwy 124, 4872 - Hwy 141, 4980 - Hwy 400, 4879 - Hwy 518, 4881 - Hwy 520, 4882 - Hwy 522, 4884 - Hwy 526, 4887 - Hwy 529, 4888 - Hwy 529A, 4914 - Hwy 559, 4938 - Hwy 612, 4970 - Hwy 632, 4977 - Hwy 644, 4950 - Hwy 645, 4870 - Hwy 69, 4808 - Killbear Provincial Park, 2 - Marine, 4850 - Massasauga Provincial Park, 4079 - McDougall, 4080 - McKellar, 4073 - Municipality of Whitestone, 4201 - Northeast Reg Unincorporated Area, 4813 - Oastler Lake Provincial Park, 4084 - Parry Sound, 4071 - Seguin, 4816 - Sturgeon Bay Provincial Park, 4093 - The Archipelago, 4164 - Britt-Byng (Unorg), 4829 - Grundy Lake Provincial Park, 4871 - Hwy 124, 4872 - Hwy 141, 4879 - Hwy 518, 4881 - Hwy 520, 4882 - Hwy 522, 4884 - Hwy 526, 4887 - Hwy 529, 4888 - Hwy 529A, 4914 - Hwy 559, 4977 - Hwy 644, 4950 - Hwy 645, 4870 - Hwy 69, 4808 - Killbear Provincial Park, 2 - Marine, 4850 - Massasauga Provincial Park, 4201 - Northeast Reg Unincorporated Area, 4813 - Oastler Lake Provincial Park, 4816 - Sturgeon Bay Provincial Park, 4093 - The Archipelago

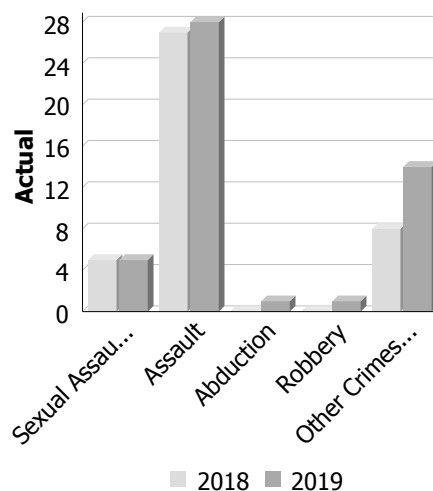
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Police Services Board Report for West Parry Sound
Records Management System
January to March - 2019

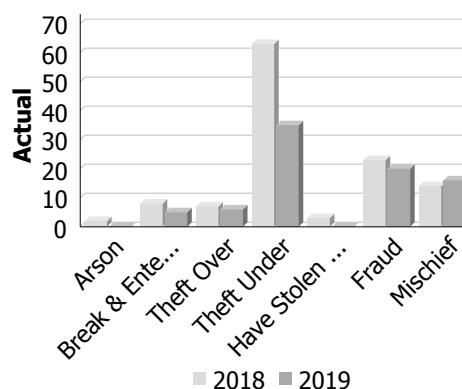
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	5	5	0.0%	5	5	0.0%
Assault	27	28	3.7%	27	28	3.7%
Abduction	0	1	--	0	1	--
Robbery	0	1	--	0	1	--
Other Crimes Against a Person	8	14	75.0%	8	14	75.0%
Total	40	49	22.5%	40	49	22.5%



Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	2	0	-100.0%	2	0	-100.0%
Break & Enter	8	5	-37.5%	8	5	-37.5%
Theft Over	7	6	-14.3%	7	6	-14.3%
Theft Under	63	35	-44.4%	63	35	-44.4%
Have Stolen Goods	3	0	-100.0%	3	0	-100.0%
Fraud	23	20	-13.0%	23	20	-13.0%
Mischief	14	16	14.3%	14	16	14.3%
Total	120	82	-31.7%	120	82	-31.7%



Drug Crime

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND, 4J10 - WEST PARRY SOUND (Still River), 4J70 - SHAWANAGA FN, 4J71 - [PARRY ISLAND] WASAUKSING FN, 4J72 - ANISHINABEK PS (Inactive), 4J73 - MAGNETAWAN FN, 4J74 - HENVY INLET FN

Area code(s): (blank), 0, 2 - Marine, 1813, 4069 - Carling, 4071 - Seguin, 4073 - Municipality of Whitestone, 4079 - McDougall, 4080 - McKellar, 4084 - Parry Sound, 4093 - The Archipelago, 4201 - Northeast Reg Unincorporated Area, 4564 - Anishinabek PS, 4808 - Killbear Provincial Park, 4813 - Oastler Lake Provincial Park, 4850 - Massasauga Provincial Park, 4870 - Hwy 69, 4871 - Hwy 124, 4872 - Hwy 141, 4879 - Hwy 518, 4881 - Hwy 520, 4884 - Hwy 526, 4887 - Hwy 529, 4914 - Hwy 559, 4938 - Hwy 612, 4970 - Hwy 632, 4980 - Hwy 400, 0, 2 - Marine, 4093 - The Archipelago, 4164 - Britt-Byng (Unorg), 4201 - Northeast Reg Unincorporated Area, 4564 - Anishinabek PS, 4816 - Sturgeon Bay Provincial Park, 4829 - Grundy Lake Provincial Park, 4870 - Hwy 69, 4882 - Hwy 522, 4884 - Hwy 526, 4887 - Hwy 529, 4888 - Hwy 529A, 4938 - Hwy 612, 4950 - Hwy 645, 4977 - Hwy 644, 2, 4533 - Shawanaga FN, 4540 - [Parry Island] Wasauksing FN, 4564 - Anishinabek PS (Old Association), 2, 4517 - Magnetawan FN, 2, 4565 - Henvey Inlet FN

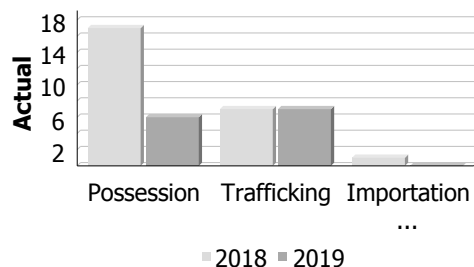
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Report Generated on:
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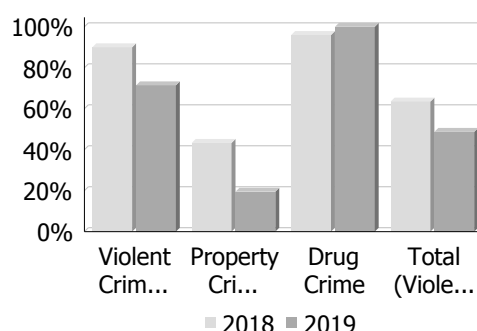
Police Services Board Report for West Parry Sound
Records Management System
January to March - 2019

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	17	6	-64.7%	17	6	-64.7%
Trafficking	7	7	0.0%	7	7	0.0%
Importation and Production	1	0	-100.0%	1	0	-100.0%
Total	25	13	-48.0%	25	13	-48.0%



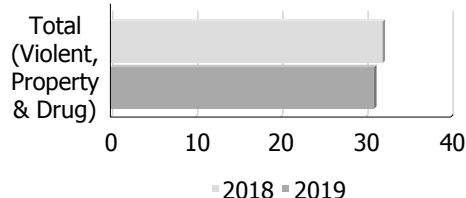
Clearance Rate

Clearance Rate	January to March			Year to Date - March		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	90.0%	71.4%	-18.6%	90.0%	71.4%	-18.6%
Property Crime	43.3%	19.5%	-23.8%	43.3%	19.5%	-23.8%
Drug Crime	96.0%	100.0%	4.0%	96.0%	100.0%	4.0%
Total (Violent, Property & Drug)	63.5%	48.7%	-14.8%	63.5%	48.7%	-14.8%



Unfounded

Unfounded	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	32	31	-3.1%	32	31	-3.1%



Criminal Record and Vulnerable Sector Screening Checks

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND, 4J10 - WEST PARRY SOUND (Still River), 4J70 - SHAWANAGA FN, 4J71 - [PARRY ISLAND] WASAUKSING FN, 4J72 - ANISHINABEK PS (Inactive), 4J73 - MAGNETAWAN FN, 4J74 - HENVY INLET FN

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Data source date:
2019/04/13

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McDonald, Jeremy

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15-Apr-19 8:26:17 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for West Parry Sound
Records Management System
January to March - 2019

Actual	January to March			Year to Date - March			
	2018	2019	% Change	2018	2019	% Change	
Criminal Record Checks	35	57	62.9%	35	57	62.9%	
Vulnerable Sector Screening Checks	191	210	9.9%	191	210	9.9%	

Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND, 4J10 - WEST PARRY SOUND (Still River), 4J70 - SHAWANAGA FN, 4J71 - [PARRY ISLAND] WASAUKSING FN, 4J72 - ANISHINABEK PS (Inactive), 4J73 - MAGNETAWAN FN, 4J74 - HENVEY INLET FN

Area code(s): (blank), 0, 2 - Marine, 1813, 4069 - Carling, 4071 - Seguin, 4073 - Municipality of Whitestone, 4079 - McDougall, 4080 - McKellar, 4084 - Parry Sound, 4093 - The Archipelago, 4201 - Northeast Reg Unincorporated Area, 4564 - Anishinabek PS, 4808 - Killbear Provincial Park, 4813 - Oastler Lake Provincial Park, 4850 - Massasauga Provincial Park, 4870 - Hwy 69, 4871 - Hwy 124, 4872 - Hwy 141, 4879 - Hwy 518, 4881 - Hwy 520, 4884 - Hwy 526, 4887 - Hwy 529, 4914 - Hwy 559, 4938 - Hwy 612, 4970 - Hwy 632, 4980 - Hwy 400, 0, 2 - Marine, 4093 - The Archipelago, 4164 - Britt-Byng (Unorg), 4201 - Northeast Reg Unincorporated Area, 4564 - Anishinabek PS, 4816 - Sturgeon Bay Provincial Park, 4829 - Grundy Lake Provincial Park, 4870 - Hwy 69, 4882 - Hwy 522, 4884 - Hwy 526, 4887 - Hwy 529, 4888 - Hwy 529A, 4938 - Hwy 612, 4950 - Hwy 645, 4977 - Hwy 644, 2, 4533 - Shawanaga FN, 4540 - [Parry Island] Wasauksing FN, 4564 - Anishinabek PS (Old Association), 2, 4517 - Magnetawan FN, 2, 4565 - Henvey Inlet FN

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2019/04/13

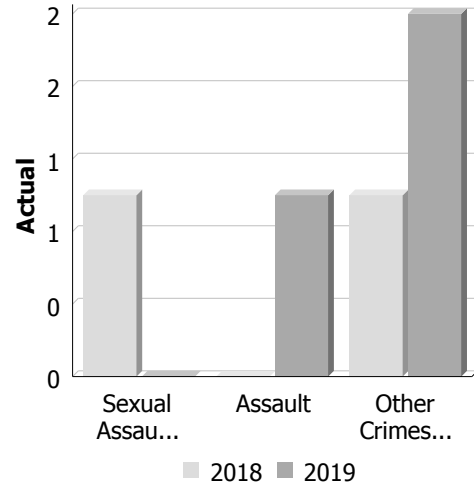
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Police Services Board Report for McDougall
Records Management System
January to March - 2019

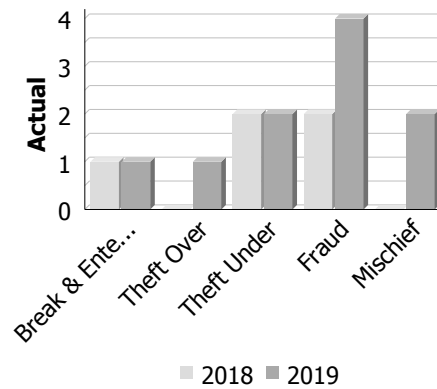
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	0	-100.0%	1	0	-100.0%
Assault	0	1	--	0	1	--
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	1	2	100.0%	1	2	100.0%
Total	2	3	50.0%	2	3	50.0%



Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	1	1	0.0%	1	1	0.0%
Theft Over	0	1	--	0	1	--
Theft Under	2	2	0.0%	2	2	0.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	2	4	100.0%	2	4	100.0%
Mischief	0	2	--	0	2	--
Total	5	10	100.0%	5	10	100.0%



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--



Clearance Rate

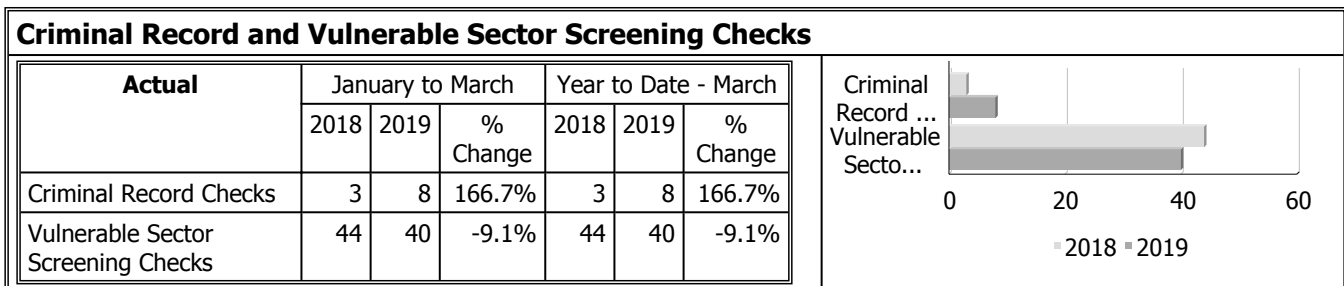
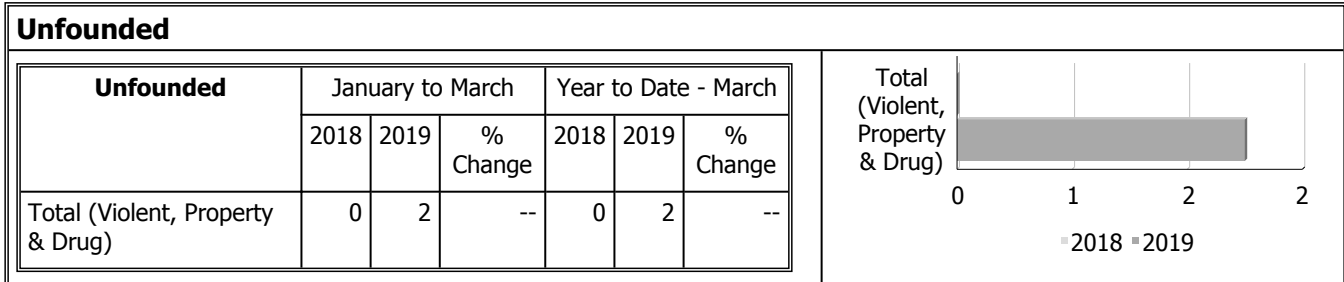
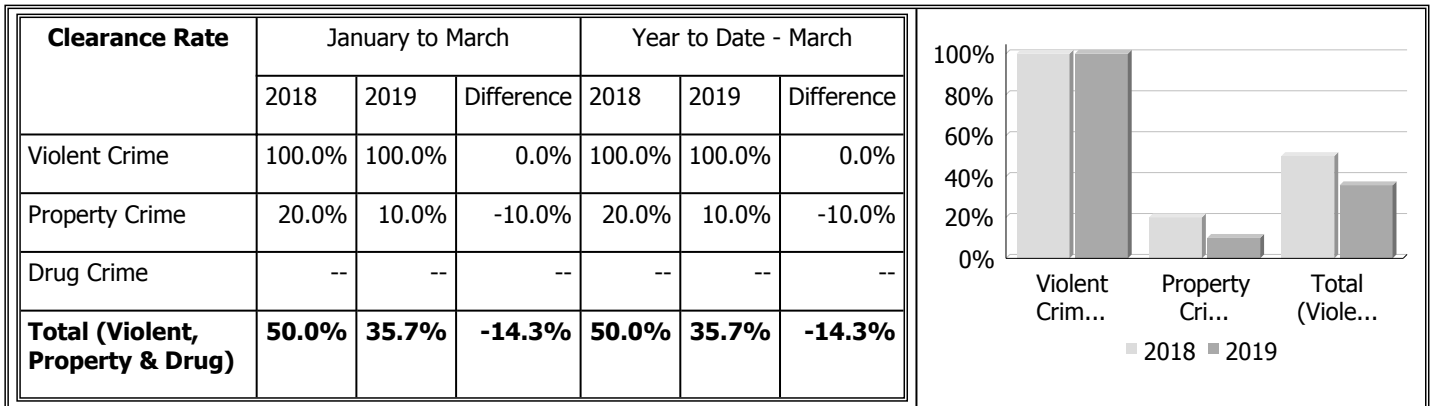
Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4079 - McDougall

Data source date:
 2019/04/13

Report Generated by:
 McDonald, Jeremy

Report Generated on:
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 PP-CSC-Operational Planning-4300

Police Services Board Report for McDougall
Records Management System
January to March - 2019



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4079 - McDougall

Data source date:
 2019/04/13

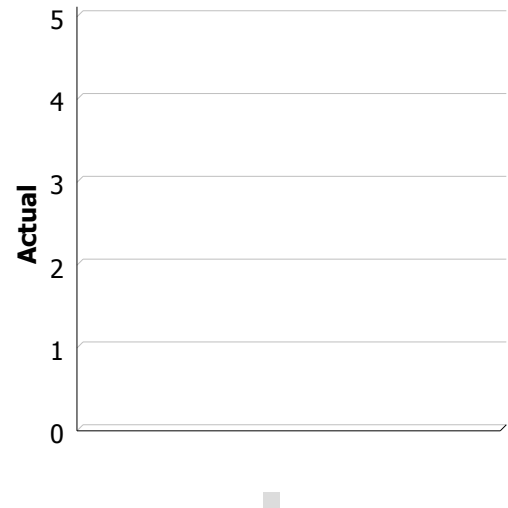
Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:14:27 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Archipelago
Records Management System
January to March - 2019

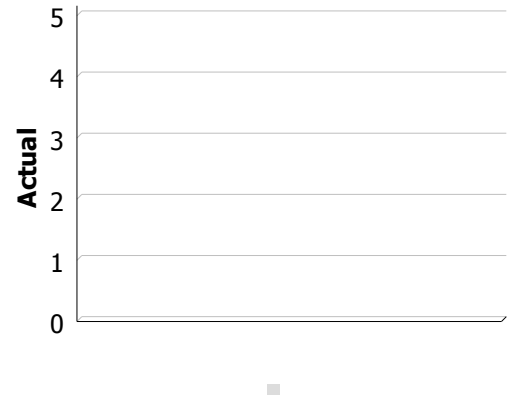
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	0	0	--	0	0	--
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	0	0	--	0	0	--
Total	0	0	--	0	0	--



Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	0	0	--	0	0	--
Theft Under	0	0	--	0	0	--
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	0	0	--
Mischief	0	0	--	0	0	--
Total	0	0	--	0	0	--



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--



Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4093 - The Archipelago
Data source date: 2019/04/13

Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:23:08 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Archipelago
Records Management System
January to March - 2019

Clearance Rate

Clearance Rate	January to March			Year to Date - March		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	--	--	--	--	--	--
Property Crime	--	--	--	--	--	--
Drug Crime	--	--	--	--	--	--
Total (Violent, Property & Drug)	--	--	--	--	--	--

Unfounded

Unfounded	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	0	0	--	0	0	--

Criminal Record and Vulnerable Sector Screening Checks

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	0	2	--	0	2	--
Vulnerable Sector Screening Checks	2	1	-50.0%	2	1	-50.0%

Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND

Area code(s): 4093 - The Archipelago

Data source date:
2019/04/13

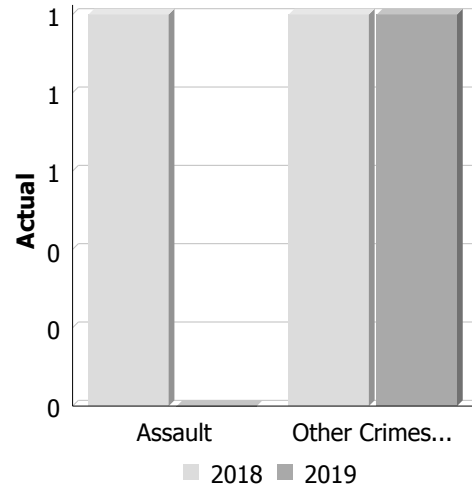
Report Generated by:
McDonald, Jeremy

Report Generated on:
15-Apr-19 8:23:08 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for Carling
Records Management System
January to March - 2019

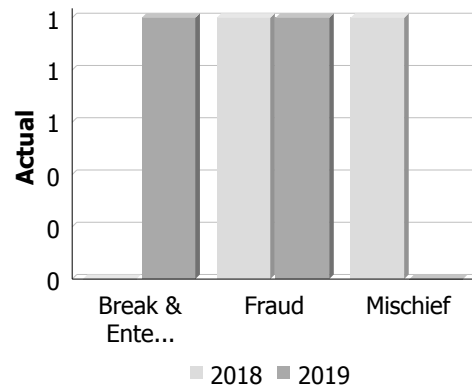
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	1	0	-100.0%	1	0	-100.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	1	1	0.0%	1	1	0.0%
Total	2	1	-50.0%	2	1	-50.0%



Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	1	--	0	1	--
Theft Over	0	0	--	0	0	--
Theft Under	0	0	--	0	0	--
Have Stolen Goods	0	0	--	0	0	--
Fraud	1	1	0.0%	1	1	0.0%
Mischief	1	0	-100.0%	1	0	-100.0%
Total	2	2	0.0%	2	2	0.0%



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--



Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4069 - Carling
Data source date: 2019/04/13

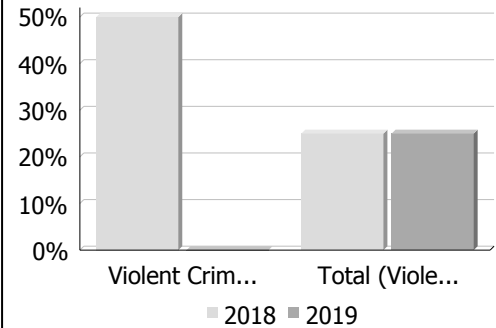
Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:24:56 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Carling
Records Management System
January to March - 2019

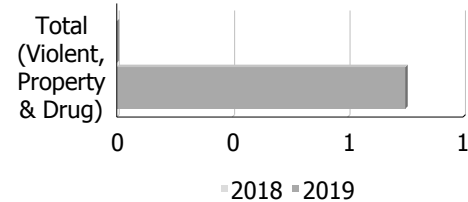
Clearance Rate

Clearance Rate	January to March			Year to Date - March		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	50.0%	0.0%	-50.0%	50.0%	0.0%	-50.0%
Property Crime	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Drug Crime	--	--	--	--	--	--
Total (Violent, Property & Drug)	25.0%	25.0%	0.0%	25.0%	25.0%	0.0%



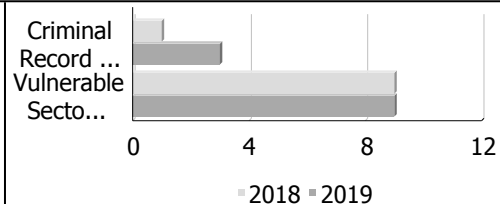
Unfounded

Unfounded	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	0	1	--	0	1	--



Criminal Record and Vulnerable Sector Screening Checks

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	1	3	200.0%	1	3	200.0%
Vulnerable Sector Screening Checks	9	9	0.0%	9	9	0.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4069 - Carling
Data source date: 2019/04/13

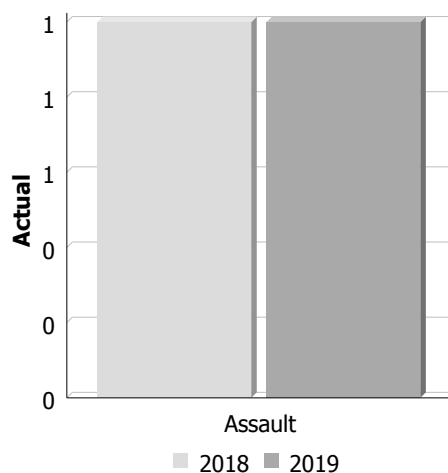
Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:24:56 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for McKellar
Records Management System
January to March - 2019

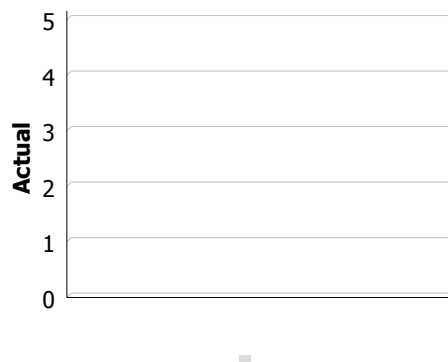
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	1	1	0.0%	1	1	0.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	0	0	--	0	0	--
Total	1	1	0.0%	1	1	0.0%



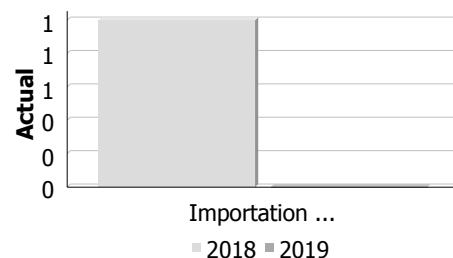
Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	0	0	--	0	0	--
Theft Under	0	0	--	0	0	--
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	0	0	--
Mischief	0	0	--	0	0	--
Total	0	0	--	0	0	--



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	1	0	-100.0%	1	0	-100.0%
Total	1	0	-100.0%	1	0	-100.0%



Clearance Rate

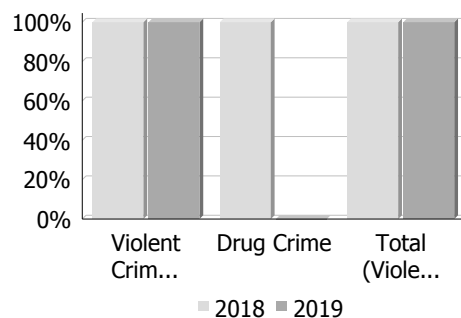
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Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4080 - McKellar
Data source date:
 2019/04/13

Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:15:46 AM
 PP-CSC-Operational Planning-4300

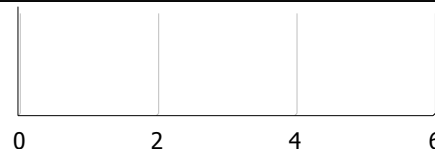
**Police Services Board Report for McKellar
Records Management System
January to March - 2019**

Clearance Rate	January to March			Year to Date - March		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	100.0%	100.0%	0.0%	100.0%	100.0%	0.0%
Property Crime	--	--	--	--	--	--
Drug Crime	100.0%	--	--	100.0%	--	--
Total (Violent, Property & Drug)	100.0%	100.0%	0.0%	100.0%	100.0%	0.0%



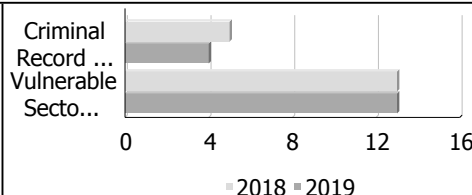
Unfounded

Unfounded	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	0	0	--	0	0	--



Criminal Record and Vulnerable Sector Screening Checks

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	5	4	-20.0%	5	4	-20.0%
Vulnerable Sector Screening Checks	13	13	0.0%	13	13	0.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4080 - McKellar
Data source date:
 2019/04/13

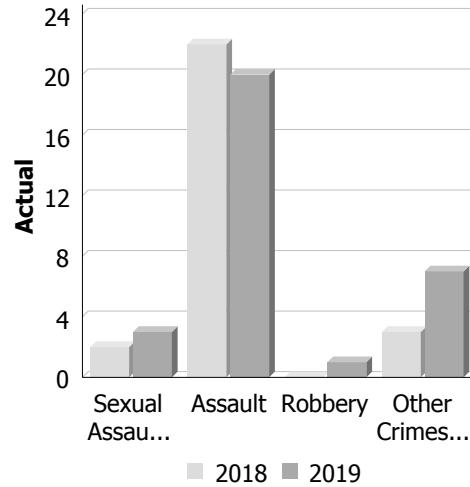
Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:15:46 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Parry Sound
Records Management System
January to March - 2019

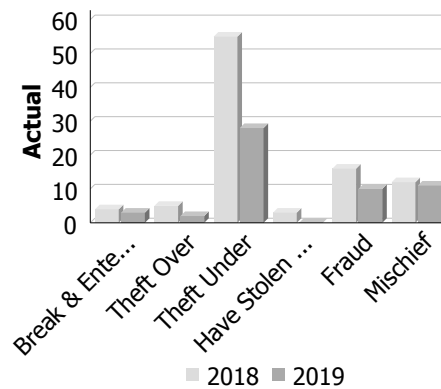
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	2	3	50.0%	2	3	50.0%
Assault	22	20	-9.1%	22	20	-9.1%
Abduction	0	0	--	0	0	--
Robbery	0	1	--	0	1	--
Other Crimes Against a Person	3	7	133.3%	3	7	133.3%
Total	27	31	14.8%	27	31	14.8%



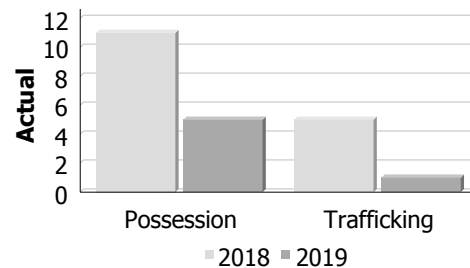
Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	4	3	-25.0%	4	3	-25.0%
Theft Over	5	2	-60.0%	5	2	-60.0%
Theft Under	55	28	-49.1%	55	28	-49.1%
Have Stolen Goods	3	0	-100.0%	3	0	-100.0%
Fraud	16	10	-37.5%	16	10	-37.5%
Mischief	12	11	-8.3%	12	11	-8.3%
Total	95	54	-43.2%	95	54	-43.2%



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	11	5	-54.5%	11	5	-54.5%
Trafficking	5	1	-80.0%	5	1	-80.0%
Importation and Production	0	0	--	0	0	--
Total	16	6	-62.5%	16	6	-62.5%



Clearance Rate

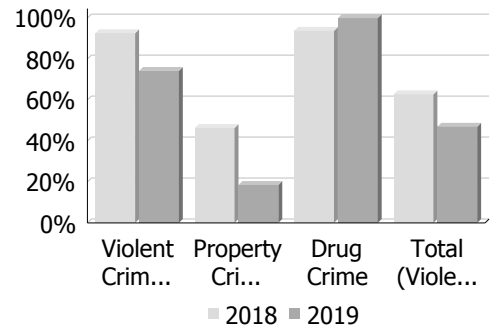
Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4084 - Parry Sound
Data source date: 2019/04/13

Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:11:34 AM
 PP-CSC-Operational Planning-4300

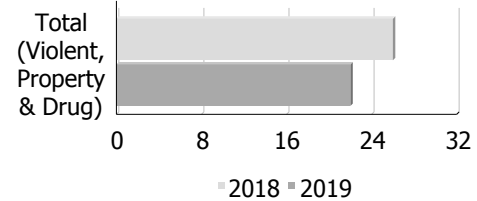
Police Services Board Report for Parry Sound
Records Management System
January to March - 2019

Clearance Rate	January to March			Year to Date - March		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	92.6%	74.2%	-18.4%	92.6%	74.2%	-18.4%
Property Crime	46.3%	18.5%	-27.8%	46.3%	18.5%	-27.8%
Drug Crime	93.8%	100.0%	6.2%	93.8%	100.0%	6.2%
Total (Violent, Property & Drug)	62.8%	46.9%	-15.8%	62.8%	46.9%	-15.8%



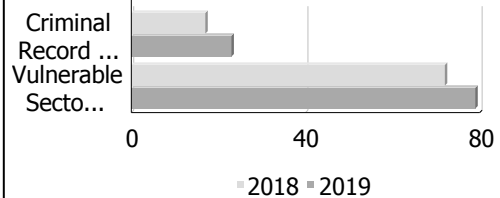
Unfounded

Unfounded	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	26	22	-15.4%	26	22	-15.4%



Criminal Record and Vulnerable Sector Screening Checks

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	17	23	35.3%	17	23	35.3%
Vulnerable Sector Screening Checks	72	79	9.7%	72	79	9.7%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4084 - Parry Sound

Data source date:
 2019/04/13

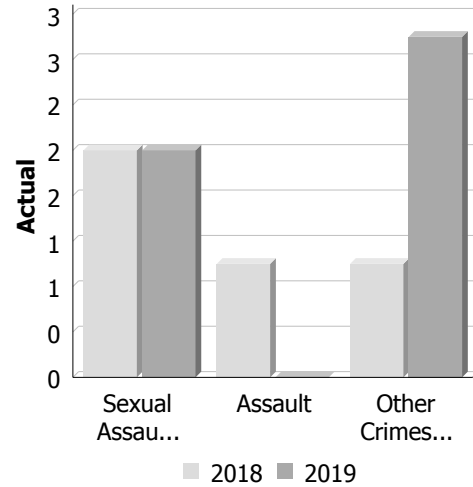
Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:11:34 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Seguin
Records Management System
January to March - 2019

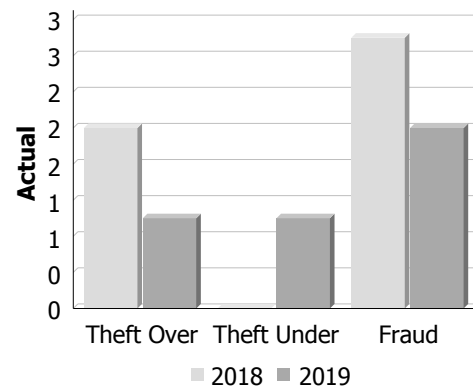
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	2	2	0.0%	2	2	0.0%
Assault	1	0	-100.0%	1	0	-100.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	1	3	200.0%	1	3	200.0%
Total	4	5	25.0%	4	5	25.0%



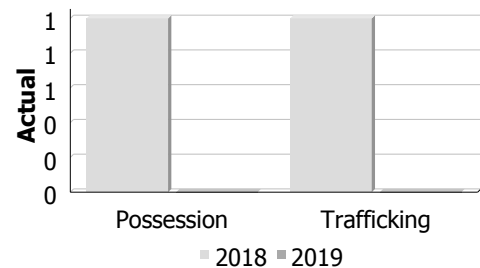
Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	2	1	-50.0%	2	1	-50.0%
Theft Under	0	1	--	0	1	--
Have Stolen Goods	0	0	--	0	0	--
Fraud	3	2	-33.3%	3	2	-33.3%
Mischief	0	0	--	0	0	--
Total	5	4	-20.0%	5	4	-20.0%



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	1	0	-100.0%	1	0	-100.0%
Trafficking	1	0	-100.0%	1	0	-100.0%
Importation and Production	0	0	--	0	0	--
Total	2	0	-100.0%	2	0	-100.0%



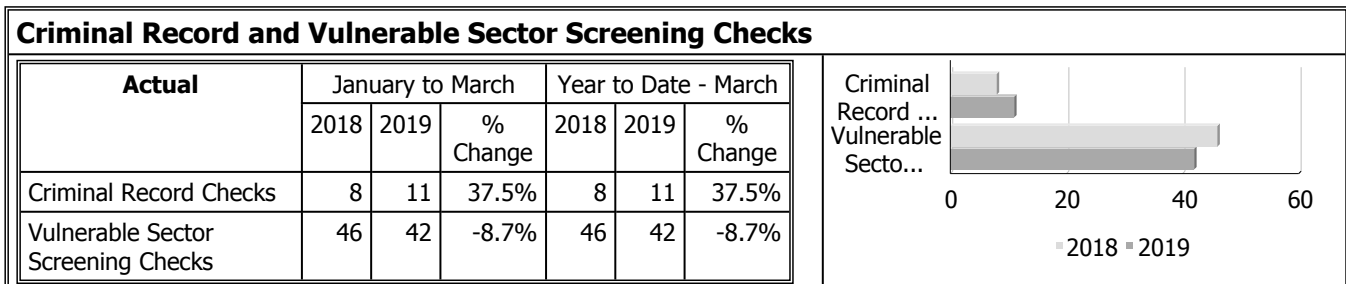
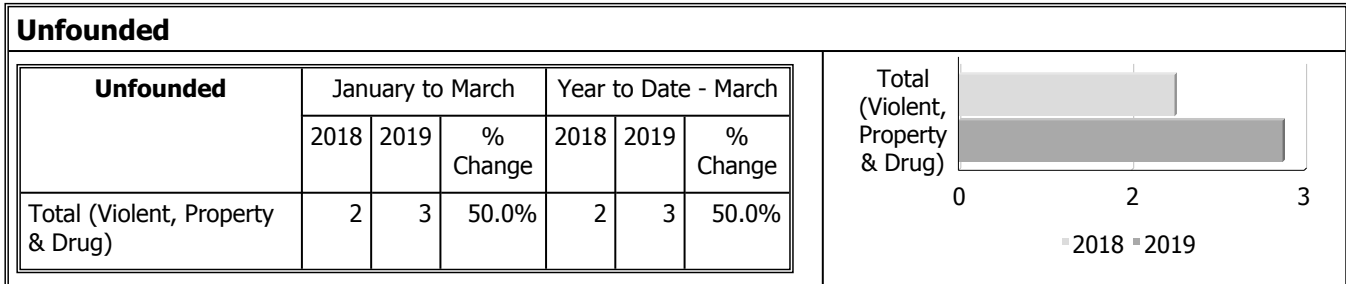
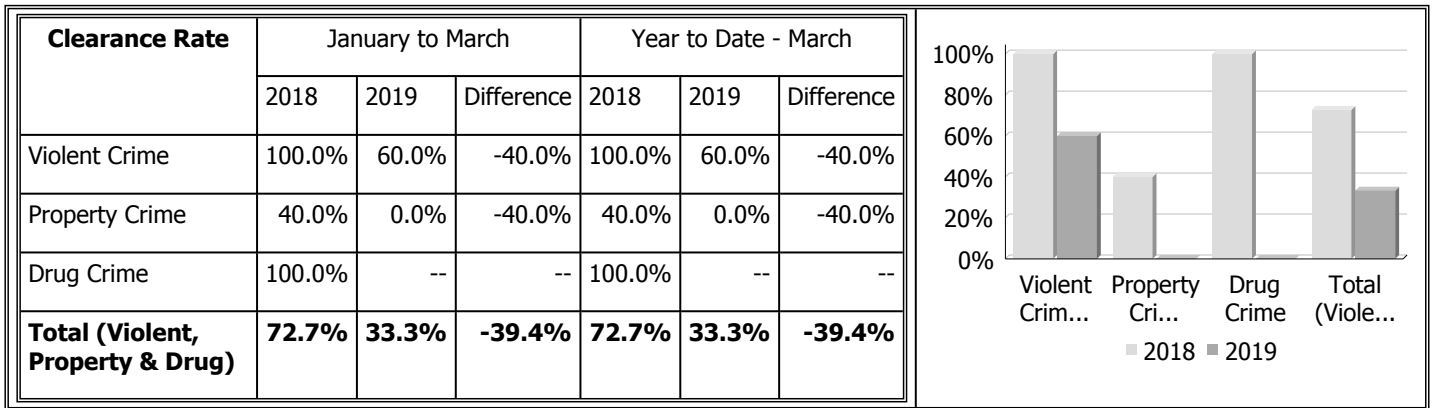
Clearance Rate

Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4071 - Seguin
Data source date: 2019/04/13

Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:19:38 AM
 PP-CSC-Operational Planning-4300

Police Services Board Report for Seguin
Records Management System
January to March - 2019



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND
Location code(s): 4J00 - WEST PARRY SOUND
Area code(s): 4071 - Seguin
Data source date: 2019/04/13

Report Generated by:
 McDonald, Jeremy

Report Generated on:
 15-Apr-19 8:19:38 AM
 PP-CSC-Operational Planning-4300

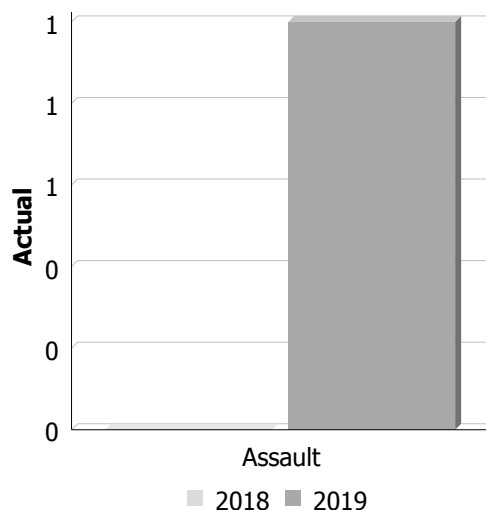
Police Services Board Report for Whitestone

Records Management System

January to March - 2019

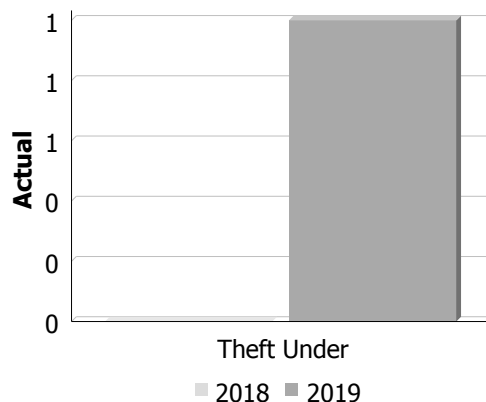
Violent Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	0	1	--	0	1	--
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	0	0	--	0	0	--
Total	0	1	--	0	1	--



Property Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	0	0	--	0	0	--
Theft Under	0	1	--	0	1	--
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	0	--	0	0	--
Mischief	0	0	--	0	0	--
Total	0	1	--	0	1	--



Drug Crime

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Possession	0	0	--	0	0	--
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	0	0	--



Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND

Area code(s): 4073 - Municipality of Whitestone

Data source date:

2019/04/13

Report Generated by:

McDonald, Jeremy

Report Generated on:

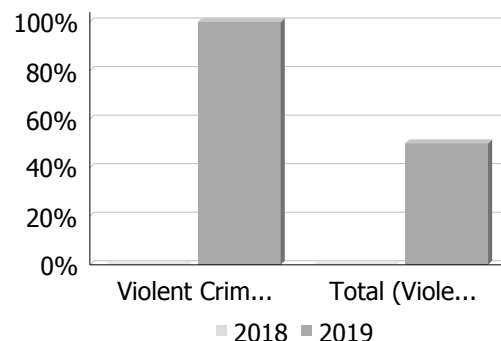
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PP-CSC-Operational Planning-4300

Police Services Board Report for Whitestone
Records Management System
January to March - 2019

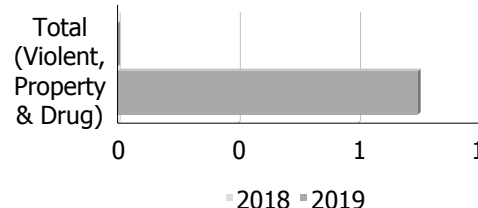
Clearance Rate

Clearance Rate	January to March			Year to Date - March		
	2018	2019	Difference	2018	2019	Difference
Violent Crime	--	100.0%	--	--	100.0%	--
Property Crime	--	0.0%	--	--	0.0%	--
Drug Crime	--	--	--	--	--	--
Total (Violent, Property & Drug)	--	50.0%	--	--	50.0%	--



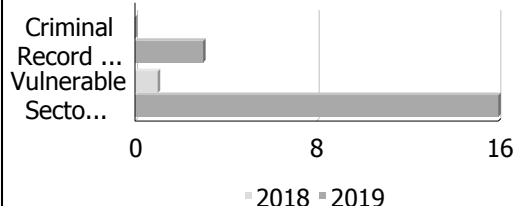
Unfounded

Unfounded	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Total (Violent, Property & Drug)	0	1	--	0	1	--



Criminal Record and Vulnerable Sector Screening Checks

Actual	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Criminal Record Checks	0	3	--	0	3	--
Vulnerable Sector Screening Checks	1	16	1,500.0%	1	16	1,500.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00 - WEST PARRY SOUND

Area code(s): 4073 - Municipality of Whitestone

Data source date:
2019/04/13

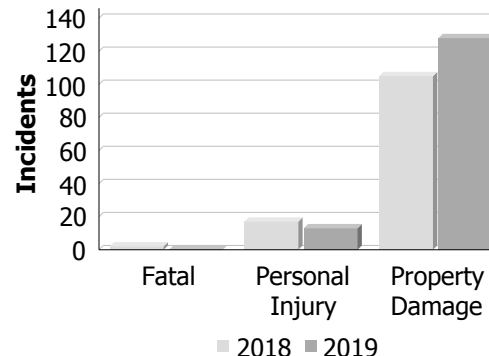
Report Generated by:
McDonald, Jeremy

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15-Apr-19 8:21:07 AM
PP-CSC-Operational Planning-4300

Police Services Board Report for West Parry Sound
Collision Reporting System
January to March - 2019

Motor Vehicle Collisions by Type

Incidents	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Fatal	2	0	-100.0%	2	0	-100.0%
Personal Injury	17	13	-23.5%	17	13	-23.5%
Property Damage	105	128	21.9%	105	128	21.9%
Total	124	141	13.7%	124	141	13.7%



Fatalities in Detachment Area

Incidents		January to March			Year to Date - March		
		2018	2019	% Change	2018	2019	% Change
Motor Vehicle Collision	Fatal Incidents	1	0	-100.0%	1	0	-100.0%
	Alcohol Related	0	0	--	0	0	--
Off-Road Vehicle	Fatal Incidents	0	0	--	0	0	--
	Alcohol Related	0	0	--	0	0	--
Motorized Snow Vehicle	Fatal Incidents	1	0	-100.0%	1	0	-100.0%
	Alcohol Related	1	0	-100.0%	1	0	-100.0%

Persons Killed	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Motor Vehicle Collision	3	0	-100.0%	3	0	-100.0%
Off-Road Vehicle	0	0	--	0	0	--
Motorized Snow Vehicle	1	0	-100.0%	1	0	-100.0%

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00-WEST PARRY SOUND, 4J01-PARRY SOUND (Parry Sound (MI)), 4J10-WEST PARRY SOUND (Still River), 4J74-HENVEY INLET/PICKEREL FN

Data source date:
2019/04/14

Report Generated by:
McDonald, Jeremy

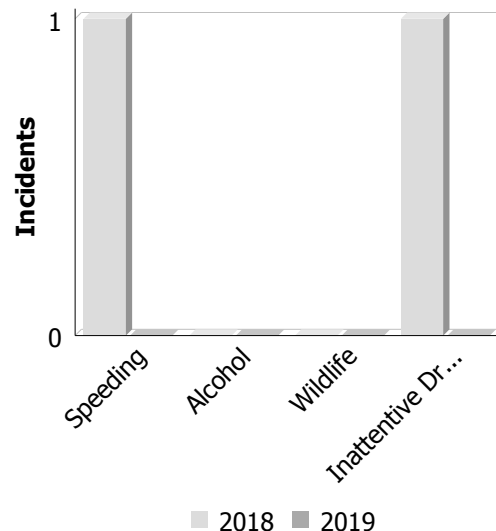
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Police Services Board Report for West Parry Sound
Collision Reporting System
January to March - 2019

Primary Causal Factors in Fatal Motor Vehicle Collisions

Incidents	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Speeding as a contributing factor	1	0	-100.00%	1	0	-100.00%
Where alcohol is involved	0	0	0	0	0	0
Wildlife as a contributing factor	0	0	0	0	0	0
Inattentive driver as a contributing factor	1	0	-100.00%	1	0	-100.00%

Persons Killed	January to March			Year to Date - March		
	2018	2019	% Change	2018	2019	% Change
Seatbelt as a contributing factor	0	0	0	0	0	0



Data Utilized

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Detachment: 4J - WEST PARRY SOUND

Location code(s): 4J00-WEST PARRY SOUND, 4J01-PARRY SOUND (Parry Sound (MI)), 4J10-WEST PARRY SOUND (Still River), 4J74-HENVEY INLET/PICKEREL FN

Data source date:
2019/04/14

Report Generated by:
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Calls for Service/Foot Patrol/CSO/Citizen self Reporting/911 calls

2019 Q1 total calls for service 2279 vs 2151 in 2018 Q1

Q1- Total Foot Patrol Hours for the Detachment: 313 hrs

Q1- Town of Parry Sound Foot patrol : 313 hrs vs 399.5 hrs in Q1 2018

CSO

Pc Miles Loach

DARE: Humphrey , St.Peters and Whitestone. 10 total classes. One DARE Graduation at McDougall PS

OPP Kids – Five classes with Britt PS

60 media releases

Upcoming DARE Graduation with Parry Sound PS.

Upcoming Presentation Senior Groups in Parry Sound with Canadian Anti-Fraud Centre.

Drug Seizures/ Type: Q1 2019

134 seizures in Q1 – 45 percent Marihuana, 52 percent cocaine/crack, 3 percent Meth

Citizen Self Reporting(CSR)

2 on file for Q1- 2019 vs 4 for 2018 Q1

911 calls

161 Q1 2019 vs 91 in Q1 2018. False 911 calls are increasing with 96% in 2018 vs 79% same quarter of 2017.

911 YTD: 2019 161 – vs 2018 YTD 788

Addressing Cuts to Public Health

For immediate release: April 16, 2019

The proposed restructuring of public health from 35 health units to 10 with governance changes and a targeted cost savings of \$200 million will have a significant short and long-term impact on the health of those in our communities.

With the health care system transformation in motion, public health, in partnership with government, primary care, and municipalities, is well positioned to improve health outcomes for all. We are optimistic that more details and dialogue will be forthcoming from the government. It is critical that public health unit professionals be part of the conversation and decision-making process to achieve the mandate of ending “hallway medicine” and improving the health of those in our communities.

The North Bay Parry Sound District Health Unit is committed to working with the government to find solutions, efficiencies, and spend health care dollars effectively in order to reduce the future financial burden on the acute health care system. This must be carefully planned with input from all stakeholders.

Improving access to health care services and ending “hallway medicine” is an important vision we all share but will never be achieved unless we address why people are getting sick in the first place. Investments in preventative public health programs and services and continued work with our community partners to address local health care needs and underlying causes of ill health together is critical. Only then can we build a sustainable health care system and improve the health of those in our communities.

Dr. Jim Chirico MOH/EO

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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

NEWS RELEASE

For immediate release: April 17, 2019

2018 CANNABIS SURVEY KEY FINDINGS RELEASED

The North Bay Parry Sound District Health Unit (Health Unit) has released eight key findings from their *2018 Community Cannabis Survey*. The survey, which was conducted in the fall of 2018, received 961 responses from individuals aged 16 and older living in the Nipissing and Parry Sound districts.

Eight key findings:

1. Survey respondents reported higher cannabis use than the local population.
2. The majority of survey respondents who reported using cannabis first tried it at a young age.
3. Many of the survey respondents who reported cannabis use in the last year were daily or almost daily users.
4. Few survey respondents would give cannabis to a person under the age of 19.
5. Several survey respondents reported either driving under the influence of cannabis or being driven in a vehicle by someone who was.
6. Nearly one third of cannabis users reported using cannabis and tobacco or e-cigarettes at the same time.
7. A large number of survey respondents were limited in their knowledge about cannabis.
8. The majority of survey respondents had not heard of *Canada's Lower Risk Cannabis Use Guidelines*.

The goal of the survey was to learn about respondents' recreational cannabis use, attitudes towards cannabis, and knowledge of harm reduction messages related to cannabis. All survey data was collected before recreational cannabis was legalized in Canada, on October 17, 2018, meaning these results can be used to evaluate the local impacts of cannabis legalization. Information collected through this survey can also inform local cannabis-related initiatives and resources.

“The report’s results will help to drive public health activities, including increased community education around cannabis and its effects,” said Auburn Larose, Epidemiologist.

The full report can be found on the Health Unit’s website myhealthunit.ca/8keyfindings or for additional information contact the Health Unit directly at 1-800-563-2808.

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Media Inquiries

Alex McDermid, Public Relations Specialist

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E: Communications@healthunit.ca

THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL

BY-LAW 2019-15

Being a By-law to adopt an Emergency Plan under Sections 2.1(2)(a) and 3(1) of the Emergency Management & Civil Protection Act, R.S.O., 1990, Ch. E 9, as amended.

WHEREAS the Emergency Management & Civil Protection Act, Section 2.1 (2)(a) and Section 3(1) requires every municipality to develop and implement an emergency plan;

AND WHEREAS, the Municipality of McDougall deems it prudent to develop and implement an Emergency Response Plan common to its neighboring Municipalities;

NOW THEREFORE Council for the Municipality of McDougall hereby ENACTS as follows:

- 1) The Document entitled “The West Parry Sound / Municipality of McDougall Emergency Response Plan” attached hereto as Schedule “A” shall be and is adopted as the emergency plan of the Municipality of McDougall.
- 2) In accordance with Section 3(6) the *Emergency Management & Civil Protection Act*, R.S.O., 1990, Ch.E9 as amended, Schedule “A” shall be reviewed and, if necessary, revised, (at least once each calendar year);
- 3) In the event of any conflict between the provisions of Schedule ”A” hereto and the provisions of any statute, regulation or other law, the provisions of such statute, regulation, or other law shall govern;
- 4) That this By-law shall come into force and effect on the date of Third and Final reading.

Read a First and Second time this day of 2019.

Mayor

Clerk

Read a Third time, **Passed, Signed and Sealed** this day of 2019.

Mayor

Clerk

West Parry Sound Area Emergency Response Plan 2018

The Township of the Archipelago
The Township of Carling
The Municipality of McDougall
The Township of McKellar
The Town of Parry Sound
The Township of Seguin

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Introduction

1.1 Definition of an Emergency

The West Parry Sound area is on the southern boundary of Northern Ontario. For the purposes of this plan the West Parry Sound area is comprised of the geographical boundaries of: The Township of the Archipelago, The Township of Carling, The Municipality of McDougall, The Township of McKellar, the Town of Parry Sound and The Township of Seguin.

The Ontario Government defines an emergency as: “A situation or impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident, or an act whether intentional or otherwise.”

In order to protect residents, visitors, properties, businesses, critical infrastructure and economic stability, the West Parry Sound Area Municipalities possess a detailed emergency response plan designed to mitigate the damages created by an emergency. In the event of an emergency, the West Parry Sound Area Municipalities promote a coordinated approach to emergency planning that includes partner municipalities, emergency response agencies, community agencies and private sector partners.

The West Parry Sound Area Municipalities take an all-hazards approach to emergency planning that takes into account a broad spectrum of potential hazards. Having undertaken a comprehensive hazard identification and risk assessment, the following situations have been deemed to pose the greatest risk to the residents of the West Parry Sound Area:

- Meteorological events (e.g. flood or flash flood, forest or urban fire, snowstorm, ice storm, extreme temperatures, windstorms, including tornadoes)
- Accidents (e.g. hazardous material spill, explosions, transportation accidents, building collapse, water contamination, train derailment)
- Technological failures (e.g. power failures, phone system interruptions)
- Intentional acts (e.g. labour strike, crime, arson, civil unrest)
- Outbreaks of disease (human or animal borne)

Major emergency events that significantly impact area residents or the day-to-day business of the Municipalities in the West Parry Sound Area may require complex, coordinated emergency response. In such cases, one or several West Parry Sound Area Municipalities may choose to make a formal Declaration of Emergency.

This type of emergency is defined as a situation or impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise (*Emergency Management and Civil Protection Act, 2006*).

As mandated by the *Emergency Management and Civil Protection Act, 2006*, all municipalities in Ontario must have an emergency response plan and an emergency management planning program. The West Parry Sound Response Plan is also the document upon which the West Parry Sound Area partner municipalities can create co-operative mutual aid and assistance agreements that greatly improve the effectiveness of our response to larger-scale emergencies.

The plan has been designed and is maintained by a joint task force known as the West Parry Sound Area Emergency Management Program Committee. This committee is comprised of representatives from each partner municipality. Each partner municipality has endorsed this emergency response plan. Every official, municipal department and agency must be prepared to carry out assigned responsibilities in the declaration of an emergency. The emergency response plan has been developed to provide key officials, agencies and departments of the West Parry Sound Area Municipalities with important emergency response information relating to:

- Declaration, notification and termination of an emergency
- Locations of primary and alternate EOC's and PEOC's
- Roles and responsibilities during an emergency
- A coordinated response during an emergency
- Hazard-specific response plans
- Resource management
- Emergency telecommunications plans
- Critical infrastructure assurance plan
- Continuity of operations plan
- CBRN memorandum of understanding and response plans
- Requests for assistance and mutual aid

We encourage residents, businesses and interested visitors to be aware of the provisions of this Emergency Response Plan.

Aim and Purpose

2.1 Purpose of the West Parry Sound Area Emergency Response Plan

The West Parry Sound Area Emergency Response Plan is a strategic plan for support, management and assistance in the event of an emergency to the area municipalities of The Township of the Archipelago, the Township of Carling, The Municipality of McDougall, the Township of McKellar, the Town of Parry Sound and the Township of Seguin.

The support and assistance that West Parry Sound Area Emergency Municipalities provide to each other may be in the form of coordinating or sharing information, coordinating resources, and/or providing resources that the municipalities request or determine are necessary to help manage the emergency.

The West Parry Sound Area emergency management program incorporates the five pillars of emergency management: prevention, mitigation, preparedness, response, and recovery in an effort to foster disaster resilient communities.

The aim of this response plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors in the West Parry Sound Area when faced with an emergency.

This plan enables a centralized controlled and coordinated response to emergencies in the West Parry Sound Area, complies with the legislated requirements of the *Emergency Management and Civil Protection Act* and was adopted by the area municipalities.

2.2 Scalability

The cornerstone of this plan, like the ICS model, is the ability to scale the response according to the severity and impact of the emergency. Additionally it is fundamentally important for each municipality to maintain the right to manage emergencies within their own borders if they are able to do so with their own resources. When an emergency occurs, the impacted municipality may choose to manage the emergency with its own staff or request the assistance of the Emergency Command Group to manage the emergency or supplement existing efforts.

Authority

The *Emergency Management and Civil Protection Act (EMCPA)* is the legal authority for emergency response plans in Ontario.

The *EMCPA* states that:

Every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees of the municipality and other persons will respond to the emergency and the council of the municipality shall by by-law adopt the emergency plan. [*EMCPA*, s. 3(1)]

The emergency response plan shall, assign responsibilities to municipal employees, by position, respecting implementation of the emergency response plan; and set out procedures for notifying the members of the municipal emergency control group of the emergency. [*O. Reg. 380/04*, s. 15(2)].

As enabled by the *Emergency Management and Civil Protection Act*, this emergency response plan and its elements have been:

- Issued under the authority of *area Municipal By-laws* and
- Filed with the Office of the Fire Marshal and Emergency Management , Ministry of Community Safety and Correctional Services

4

Actions Prior To Declaration

The West Parry Sound Area Municipalities have established Emergency Monitoring Status Indicators to identify specific phases of an emergency event and the actions or monitoring that the CEMCs, Emergency Command Group and municipal staff will undertake during each phase.

West Parry Sound Area Emergency Monitoring Status Indicators

Municipal Status ROUTINE GREEN	Declaration of Routine conditions means that the Area Municipalities are operating under normal conditions. Under these conditions the Municipalities maintain ongoing surveillance for abnormal events.
Municipal Status ENHANCED YELLOW	Declaration of Enhanced conditions means that an abnormal event, potential or actual emergency has been detected or is in development. Under these conditions the Area Municipalities enhance its surveillance and monitoring activities and takes appropriate related actions. Any area CEMC can increase their Status to ENHANCED. At this time all area CEMCs and potential Emergency Command Group members will be notified and report back with their availability.
Municipal Status EMERGENCY RED	Declaration of Emergency conditions means that a municipality and/or two or more of area municipalities is in an emergency response mode. Under these conditions the West Parry Sound Area Municipalities implements the Emergency Response Plan and activates appropriate (EOC) Emergency Operations Centre(s) in order to coordinate the appropriate response activities.
Municipal Status RECOVERY GREY	Declaration of Recovery conditions means that the Area Municipality or Municipalities is working to ensure a smooth transition from Enhanced or Emergency Conditions to Routine Conditions.

4.1 Actions of the West Parry Sound Area Municipal Employees

When an emergency exists but has not yet been declared to exist, Municipal employees may take such actions under this emergency response plan as may be required to protect property and the health, safety and welfare of the inhabitants of the West Parry Sound Area.

4.2 Command Group Notification Process

- Upon receipt of a warning of a potential emergency, the responding municipal department will immediately contact the CEMC of the impacted municipality to request that the notification system be activated.
- Upon notification of the impending situation, the CEMC will decide the scale of the emergency. The Emergency Information Officer (EIO) will be responsible to contact the required Emergency Command Group (ECG) personnel according to the scale as decided by the impacted CEMC.
- Upon being notified of a possible impending emergency, it is the responsibility of all ECG officials to notify their staff and volunteer organizations of the situation.

The Emergency notification contact list, including contact numbers for requesting assistance or activating the Emergency Response Plan, is attached as ANNEX A.

4.3 Request from one Municipality to the Group for Assistance.

The West Parry Sound Area Emergency Response Plan provides coordinated emergency support to municipalities in the event of an emergency. An area municipality may request assistance from the other municipalities at any time as is outlined in the Municipal Assistance Agreement. Details can be found in section 16 and Annex I.

4.4 Request for Assistance from the Province of Ontario

A Head of Council, the Emergency Operations Centre Director, or the CEMC may request assistance from the Province of Ontario at any time without any loss of control or authority by contacting Office of the Fire Marshal and Emergency Management (OFMEM). Confidential contact information for OFMEM can be found in ANNEX A-3.

4.4.1 *Office of the Fire Marshal and Emergency Management (OFMEM)*

For routine matters, OFMEM staff may be reached between 0900-1700 hours, Monday to Friday.

4.4.2 *OFMEM Provincial Emergency Operations Centre*

Office of the Fire Marshal and Emergency Management staffs the Provincial Emergency Operational Centre (PEOC) on a 24/7 basis. The West Parry Sound Area Municipalities should report emergencies to the Provincial Emergency Operational Centre (PEOC) Duty Officer. Contact information can be found in ANNEX A-3.

When a Municipality or Municipalities declares an emergency, it must notify Office of the Fire Marshal and Emergency Management immediately and fax a copy of the emergency declaration as soon as possible. A copy of the Declaration of Emergency Form can be found in ANNEX F.

In the rare event that the PEOC Duty Officer cannot be reached, to report an emergency, please contact the Ontario Provincial Police (OPP) Duty Officer. Contact information for the OPP can be found in ANNEX A-2.

4.4.3 *OFMEM Community Field Officer*

Contact Information for the OFMEM Community Field Officer can be found in ANNEX A-3.

4.5 How to Report an Emergency to OFMEM

When the a Municipality or Municipalities declares an emergency, it must notify Office of the Fire Marshal and Emergency Management immediately and fax a copy of the emergency declaration (see 4.4.2) as soon as possible.

Convening the West Parry Sound Area Emergency Command Group

5.1 Emergency Command Group Notification

A request to activate the West Parry Sound Area Emergency Notification System may be made by any of the following if they believe an emergency exists or has the potential to develop. They can do this by contacting the Community Emergency Management Coordinator (CEMC) of the affected municipality:

- Premier or Lieutenant Governor in Council
- Any member of the Emergency Group (ECG)
- The head of Council (or designate) of any area municipality
- Other individuals as identified as having authority in an area municipal plan

The request is made by contacting CEMC of the affected municipality who shall proceed as follows:

- Where an emergency exists, the CEMC will decide the scale of the Emergency and the necessary response. For small scale emergencies the CEMC may decide to use their own staff and resources. The CEMC may decide that the Emergency is significant and decide to request assistance from the Emergency Command Group (ECG) The Emergency Information Officer as designated by the CEMC will be responsible for contacting the required ECG members.
- Where an Emergency impacts more than one Municipality the CEMCs from those municipalities will decide who will be the Incident Commander (IC), Emergency Information Officer (EIO) and the location of the Emergency Operations Centre (EOC).
- Upon being notified to convene, it is the responsibility of all CCG officials to report to the designated Emergency Operations Center (EOC) and notify their staff and volunteer organizations

5.2 Emergency Notification Procedure

The Emergency notification contact list, including contact numbers for requesting assistance or activating the Emergency Response Plan, is attached as ANNEX A.

The content of the messages transferred during Emergency Notification procedures will be standardized to include the following:

1. Reason for the call: describe (pending or potential) emergency situation
 2. Status of notification “ALERT”, “STAND BY” or “CALL TO ASSEMBLE”
 3. Location of the Emergency Operation Centre (EOC) or meeting room
 4. Special precautions to take (routes to EOC or meeting room, hazards, health risk, etc.)
 5. Verbal update and instructions concerning notification status
 6. Request to repeat the verbal message to ensure information is understood
-

Declaration, Notification and Termination of Emergency

6.1 Authority to Declare

The *Emergency Management and Civil Protection Act* authorizes a Head of Council, to declare that an emergency exists. The decision to declare and manage an emergency can be made one municipality, on their own, or by one or more municipalities in a coordinated effort. In either case, whether an Emergency involves an individual municipality or a group of municipalities, an Emergency Command Group will be formed. In the case of an emergency that is of the scale to be managed by an individual municipality the ECG will be comprised of representatives of the affected municipality; in the case of an Emergency that involves more than one municipality the ECG will be comprised of representatives from the partner municipalities. The Emergency Command Group will make recommendations to individual municipalities on whether to declare an Emergency. If needed, the West Parry Sound Emergency Management Program Committee will convene in a strategic and safe location that is separate from the EOC, to provide advice to the ECG.

The Declaration of Emergency Form can be found in ANNEX F.

The factors affecting the decision to declare an emergency include:

- a) The resources (personnel and material) that the Area Municipalities have committed or needs to commit, to the emergency affecting the area municipalities
- b) A determination that the emergency affects a large portion of the population of more than one municipality
- c) The Area Municipalities requirement for external funding both in coordinating the emergency and during the recovery process

6.2 Notification of Declaration

Upon the declaration of an Emergency, the Emergency Command Group (ECG) will control and co-ordinate the response to the emergency.

Upon such declaration, a Head of Council (or designate) will notify:

- 1) Office of the Fire Marshal and Emergency Management immediately and fax a copy of the emergency declaration as soon as possible
- 2) Heads of Council of area municipalities
- 3) The public
- 4) Neighbouring municipal officials as required
- 5) Local Member of the Provincial Parliament (MPP)
- 6) Local Member of Parliament (MP)
- 7) Media
- 8) Solicitor General (as per the *Emergency Management and Civil Protection Act* Section 4.3)

** N.B. the Solicitor General is deemed to be the Minister of Community Safety and Correctional Services

6.3 Termination of an Emergency

A County state of emergency may be terminated at any time by the following individuals:

- A Head of Council
- The Municipal Council
- Premier of Ontario

Similar to the declaration of an emergency, the following parties will be notified of the termination:

- Office of the Fire Marshal and Emergency Management ; with a faxed copy of the termination (ANNEX F)
- Head of Council of area municipalities
- Members of Municipal Council
- Neighbouring municipal officials, as required by the affected area
- Local Member of Provincial Parliament (MPP)
- Local Member of Parliament (MP)
- The Office of the Solicitor General (Minister of Community Safety and Correctional Services)
- The media
- The public
- Solicitor General (as per the *Emergency Management and Civil Protection Act* Section 4.3)

** N.B. the Solicitor General is deemed to be the Minister of Community Safety and Correctional Services

6.4 Provincial Emergency

Pursuant to s. 7 of the *Emergency Management and Civil Protection Act* the Premier of Ontario may:

- By order declare that an emergency exists throughout Ontario or in any part of the province
 - Direct and control the administration, facilities and equipment of the municipality in the emergency area, and, without restricting the generality of the foregoing, the exercise by the municipality of its powers and duties in the emergency area is subject to the direction and control of the Premier
 - Require any municipality to provide such assistance as he or she considers necessary to an emergency area or any part of the emergency area that is not within the jurisdiction of the municipality and direct and control the provision of such assistance.
-

Emergency Operations Centre (EOC)

7.1 EOC Locations in the West Parry Sound Area

In an emergency the ECG will convene at a designated Emergency Operations Center (EOC). In the event that this EOC is inaccessible due to the nature of the emergency, an alternate EOC will be used. The location of each EOC is confidential and accessible only to authorized individuals to maintain the safety and security of the EOC for the ECG members.

The EOC affords the ECG the ability to meet and to coordinate an effective response to mitigate the impacts of the emergency. The EOC is self-contained and stocked with provisions to support the work of the ECG for 72 hours. General equipment for the EOC includes:

- Telecommunications, including cell phone signal boosters
- Emergency GIS Programming
- Weather Stations
- Office supplies

The Area Municipalities have also implemented operating procedures for the EOC such as:

- Activation and sign-in
- Infection Control
- Security

Full Emergency Operations Centre (EOC) Operating Procedures can be found in ANNEX L.

Emergency Operations Centre Operating Cycle

Members of the ECG will gather at regular intervals during the emergency situation to inform each other of actions taken and issues encountered. The Incident Commander will establish the frequency of meetings and agenda items. Meetings will be kept as brief as possible to allow ECG members to act on their responsibilities. Status boards and maps will be prominently displayed and kept current to the events of the emergency.

The following diagram depicts the Operating Cycle of the Emergency Operations Centre:



West Parry Sound Area Emergency Command Group (ECG) Membership

The primary members of the ECG are as follows. Each primary member has designated two alternates who may act in the absence of the primary member in the following positions:

- Incident Command
- Safety Officer
- Liaison Officer
- Emergency Information Officer
- Operations Section Chief
- Planning Section Chief
- Logistics Section Chief
- Finance and Administration Section Chief

The Planning, Logistics, and Finance & Administration Section Chiefs will oversee operational units. The Operations Section will be comprised of the following branches: Police, Fire, Paramedic Services, Emergency Social Services, Medical Officer of Health and Critical Infrastructure. The positions in the ECG will be filled by staff based on skill, experience and knowledge. These staff will be trained to carry out the specific roles and responsibilities of their assigned position, as described in Section 11.0. Although each member of the ECG may not be involved in the event, each member must be notified of the situation.

Other support personnel who may be asked to join the ECG on an as-needed basis include:

- Ham Radio Operators
- Office of the Fire Marshal and Emergency Management Representative
- Liaison staff from Provincial Ministries
- Officials, experts or representatives from the public or private sector

West Parry Sound Emergency Command Group Responsibilities

Members of the West Parry Sound Emergency Command Group (ECG) are responsible for the following actions or decisions:

- The primary responsibility of the West Parry Sound Area Emergency Community Command Group (ECG) is to implement the Emergency Response Plan during an emergency and to provide advice and assistance to a Head of Council or Designate in carrying out his/her duties under the Emergency Response Plan.
- When a significant emergency exists or emergencies involving two or more area municipalities, and the need for a cooperative area regional response exists, these services will be coordinated by the West Parry Sound Area Emergency Command Group (ECG), as required and/or requested.
- The ECG will coordinate the acquisition of additional resources requested by the area municipalities. Decisions to ration resources if required will be made by the ECG and will be based on a priority of need. Equipment assigned to the municipality will be under the control of the municipal site manager and/or the municipal EOC.
- During emergency operations, the ECG is constituted and responsible for the coordination and support of area municipalities by working closely with the area municipalities Emergency Community Command Group(s).
- It will be the responsibility of each West Parry Sound Area Municipality to ensure that they have adequate trained personnel available for management of emergencies which:
 1. are limited to their own jurisdiction;
 2. impact their own and neighbouring jurisdictions.

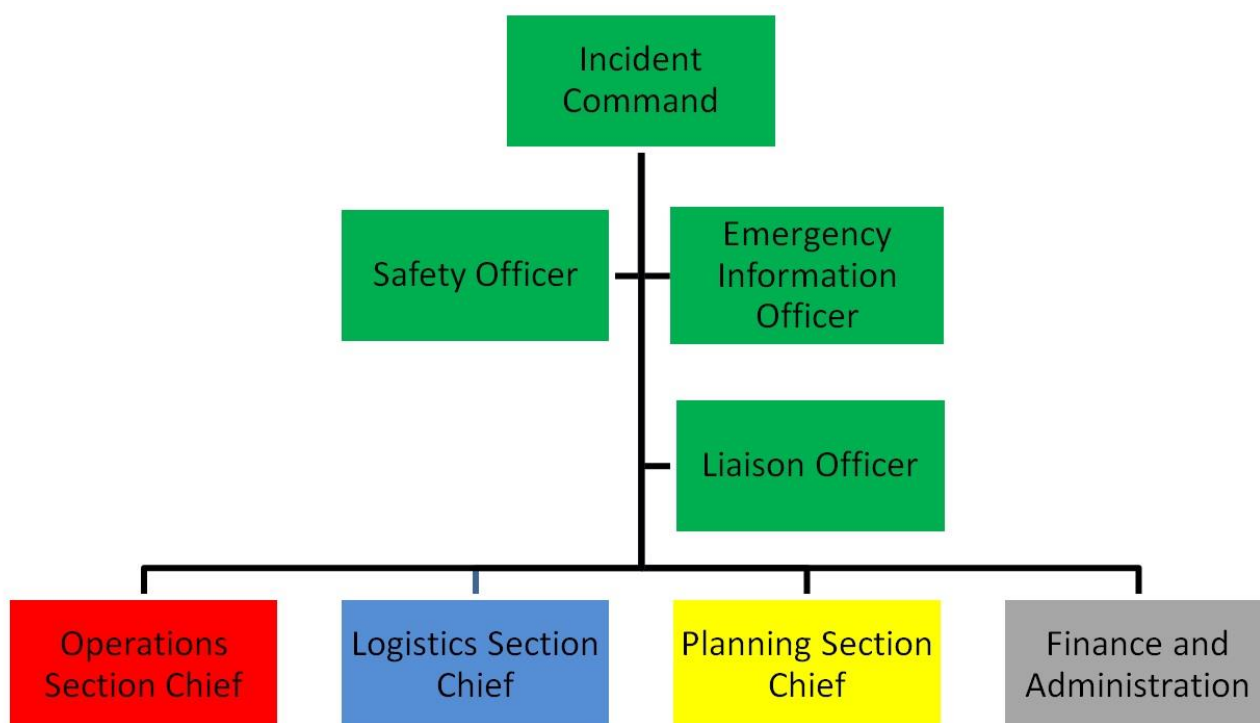
Actions and decisions normally undertaken by the ECG may include, but are not limited to:

- Acquiring and assessing information to determine status of the situation.
 - Coordinating emergency service, agencies and equipment, as required or requested by area municipalities.
 - Coordinating services to ensure that necessary actions are taken for the mitigation of the effects of the emergency provided they are not contrary to law.
-

- Determining if the location and composition of the ECG is appropriate.
 - Advising a West Parry Sound Area Head of Council whether the declaration of an emergency is recommended.
 - Ensuring support to the municipal Emergency Site Manager or area municipal Emergency Operations Centre by offering equipment, staff and resources, as required.
 - Coordinating and/or overseeing the evacuation shelters of residents considered to be in danger.
 - Assisting area municipalities in discontinuing utilities or services provided by public or private concerns, i.e. hydro, water, gas, closing down a shopping plaza/mall.
 - Arranging for services and equipment from local agencies not under Municipal control i.e., private contractors, industry, volunteer agencies, service clubs.
 - Notifying, requesting assistance from and/or liaising with various levels of government and any public or private agencies not under Municipal control, as considered necessary.
 - Determining if additional volunteers are required and if appeals for volunteers are warranted.
 - Determining if additional transportation is required for evacuation or transportation of persons and/or supplies.
 - Ensuring that pertinent information regarding the emergency is promptly forwarded to the Emergency Information Officer for dissemination to the media and public.
 - Advising the Head(s) of Council if a Disaster Declaration should be requested from the Minister of Municipal Affairs and Housing.
 - Determining the need to establish advisory groups and/or sub-committees/working groups for any aspect of the emergency including recovery, for example:
 - Applying for Ontario Disaster Relief Assistance Program (ODRAP)
 - Authorizing the collection of donations
 - Establishing a Disaster Relief Committee
 - Authorizing Municipal expenditures of money required to deal with the emergency.
 - Notifying the service, agency or group under their direction, of the termination of the Municipal declared emergency.
 - Maintaining a master event log outlining decisions made and actions taken.
-

Roles and Responsibilities of Individual ECG Members

Individual ECG members with the appropriate training and knowledge will assume the following roles and responsibilities during the emergency situation. The West Parry Sound Emergency Management System is based upon the Provincial Incident Management System. Roles will be filled as appropriate to the emergency situation. As a result, not all roles may be filled in a small-scale emergency. In this situation, responsibilities remain with Incident Command or Section Chief as appropriate, until delegated.



11.1 Incident Command

Incident Command is in charge of the management of the incident and must be fully qualified to fulfill this role.

- Oversees all operations
- Overall management responsibility for coordinating, supporting, and assisting other agencies
- Sets priorities for overall response and recovery efforts
- Establishes appropriate staffing level
- Sets expenditure limits
- Develops incident action plan and monitors its implementation
- Approves media releases
- Final decision-maker on operational issues
- Liaises with Mayors and Councils

11.2 Safety Officer

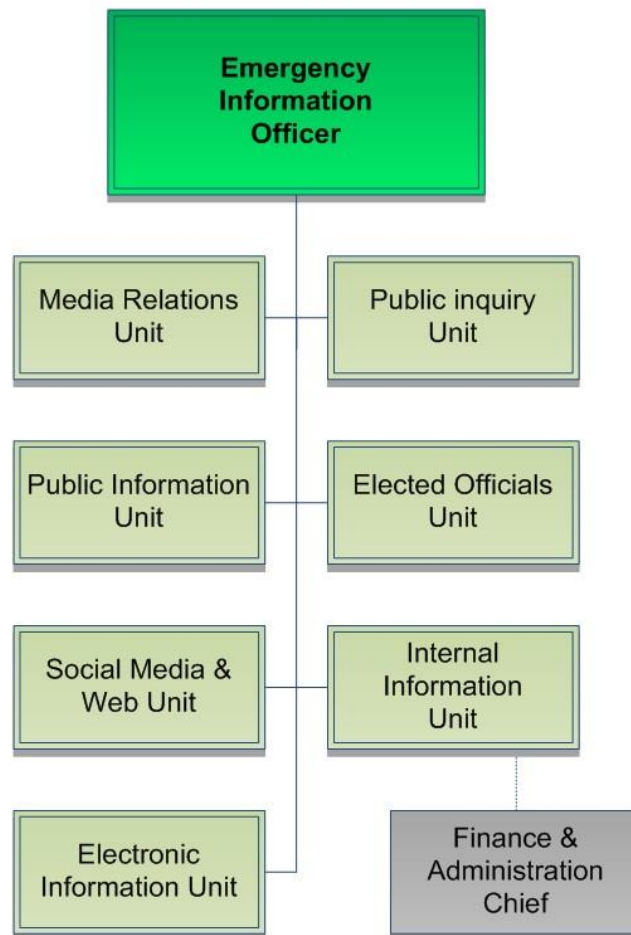
- Responsible for identifying all potential safety issues
- Ensures all required corrective actions with regard to safety issues are being enforced
- Liaises with Operations Section Chiefs and Planning and Logistics Section Chiefs to ensure that safety protocols are being followed.

11.3 Liaison Officer

The Liaison Officer is responsible for communications between the ECG and other agencies. The agencies the Liaison Officer may work with include, but are not limited to:

- Police services (Community, Provincial and Federal)
- St. John Ambulance and Canadian Red Cross
- District Coroner and Medical Officers of Health
- Ministry of Health and Long Term Care
- Ambulance Communications Centre
- Local health care and long term care facilities
- Council members and administration staff from member and neighbouring municipalities (e.g. Treasurer, Director of Public Works, etc.)
- North Bay Mattawa Conservation Authority
- Ministry of the Environment
- Hydro One and other utilities providers
- Coordinates cooperating agencies
- Provides advice to Head of Council regarding declaration of emergency

11.4 Emergency Information Officer

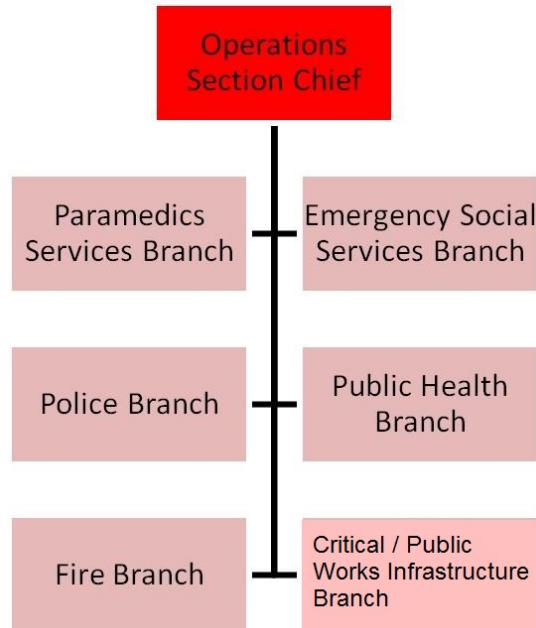


The Emergency Information Officer (EIO) is the interface between the ECG and the public and media. The EIO is responsible for providing accurate and complete information about the emergency and monitoring the information provided to the public for inaccuracies. The EOC Director approves the release of all incident related information. Specific responsibilities of the EIO include:

- Interfaces with the site, media, the public and other agencies
- Develops accurate and complete information on the current situation
- Oversees communications units: media relations, media monitoring, public information (including alerts and warnings), internal information, public inquiry centre, elected officials (site tours, briefings, etc.), and electronic information

For additional information please refer to the Annex H - Emergency Communications Plan.

11.5 Operations Section Chief



The Operations Section is responsible for the reduction of the immediate hazard; saving lives and property; establishing situational control; and restoration of normal operations.

- In consultation with Branch Coordinators, establishes tactical objectives and is accountable to the EOC Director
- Implements the Incident Action Plan
- Delegates tasks to Operations Section Branches as necessary
- Responsible for all activities focused on reduction of the immediate hazard and to safeguard human life and property
- Establishes situational control
- Restores normal operations
- Coordinates logistical needs of branches and communicates needs to the Planning Section Chief

11.5.1 *Emergency Social Services Branch*

- Reports to the Operations Section Chief
- Coordinating and arranging emergency lodging, clothing, feeding, registration, inquiries and personal services for those residents who have been displaced from their homes
- Liaising with the EOC with respect to the operations of both reception and evacuation centres
- Authorizing financial assistance to persons in need for the purpose of basic necessities

- Maintaining accurate records of all expenditures authorized for the purpose of basic necessities under the emergency response plan
- Liaising with Regional Emergency Coordinator from the Ministry of Community and Social Services on areas of mutual concern regarding reception and evacuation centres
- Assisting with the opening, set-up and closing of evacuation services as authorized by the West Parry Sound Area Emergency Command Group.
- Supervising and managing the operations of reception and evacuation centres
- Coordinating counseling services for evacuees at evacuation centres via Public Health and/or other agencies
- Liaising with the Medical Officer of Health on areas of mutual concern regarding operations in evacuation centres
- Acting as a liaison with the Emergency Information Officer to co-ordinate reception and evacuation centre communication requirements and other information for dissemination
- Liaising with the Police to coordinate reception centre and evacuation centre security
- Notifying volunteers and evacuees of the termination of the emergency, and coordinating the dispersal of persons from the evacuation centre
- Maintaining a personal log of all actions taken
- Participate as a Member of the Post Emergency Recovery Committee and/or Disaster Relief Committee, as required
- Developing agreements between the Parry Sound District Social Services Administration Board and agencies designated to operate in reception and evacuation centres
- Developing agreements for meal services for staff/volunteers at the reception and evacuation centres
- Conducting reception and evacuation centre surveys and maintaining facility database information
- Coordinating evacuation exercises to test reception and evacuation centre procedures
- Coordinating training and development workshops for reception and evacuation centre staff and volunteers

11.5.2 Paramedic Services Branch

- Reports to the Operations Section Chief
- Ensuring the appropriate deployment of paramedic services to the emergency site
- Establishing an ongoing communications link with the Paramedic Services Incident Commander of the emergency site and the ECG
- Obtaining paramedic services from other municipalities for support, as required
- Establishing effective triage and transportation of casualties at the site(s)
- Advising the ECG if other means of transportation are required for large scale response for casualties and/or medical supplies
- Liaising with the Ministry of Health and Long Term Care, and Ambulance Communications Centre to ensure balanced emergency coverage is available for paramedic service at all times throughout the service area
- Ensuring liaison with the receiving and area hospitals and providing continuous update of events as they unfold

- Providing an Emergency Site Manager (ESM) or, if required and directed by the area municipality Community Control Group or by the West Parry Sound Area Emergency Community Control Group (ECG)
- Ensuring that a record is maintained of drivers and operators contracted to provide assistance in provision of paramedic services during an emergency
- Procuring staff to assist as required, in providing paramedic services
- Assist in the coordination for the evacuation of an acute care or long term care facility

11.5.3 Police Branch

- Reports to the Operations Section Chief
- Coordinating information from area police agencies affected by the emergency
- Notifying necessary emergency and municipal services, as required
- Establishing a police site command post with communications to the Municipal EOC
- Establishing an ongoing communications link with the senior police official at the scene of the emergency
- Coordinating information and resources necessary in relation to the inner perimeter within the emergency area
- Establishing and coordinating information and resources necessary in relation the outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict to access to only essential emergency personnel
- Providing traffic control staff to facilitate the movement of emergency vehicles, as requested and/or required
- Alerting persons endangered by the emergency and coordinating evacuation procedures, as requested and/or required
- Ensuring liaison with the Emergency Social Services Branch regarding the establishment and operation of evacuation and reception centres
- Ensuring the protection of life and property and the provision of law and order
- Providing police service to the EOC, evacuation centres, morgues, and other facilities, as requested and/or as required
- Notifying the Coroner (and Medical Officer of Health) of fatalities, as requested and/or as required
- Ensuring liaison with other community, provincial and federal police agencies, as required
- Arranging for the transportation of ECG members, as required

11.5.4 Fire Branch

- Reports to the Operations Section Chief
- Coordinating activities from area fire agencies affected by the emergency, as required
- Providing the ECG with information and advice on firefighting and rescue matters
- Establishing an ongoing communications link with the senior fire official(s) through the area municipal EOC to the scene of the emergency
- Informing the Mutual Aid Fire Coordinators and/or initiating mutual aid arrangements including the provision of additional firefighters and equipment, as required

- Determining if additional or special equipment is needed and recommending possible sources of supply, e.g., breathing apparatus, protective clothing
- Providing assistance to area municipal fire departments and other agencies and being prepared to coordinate or contribute to non-fire fighting operations if requested and/or required, e.g., rescue, first aid, casualty collection, evacuation

11.5.5 Public Health Branch

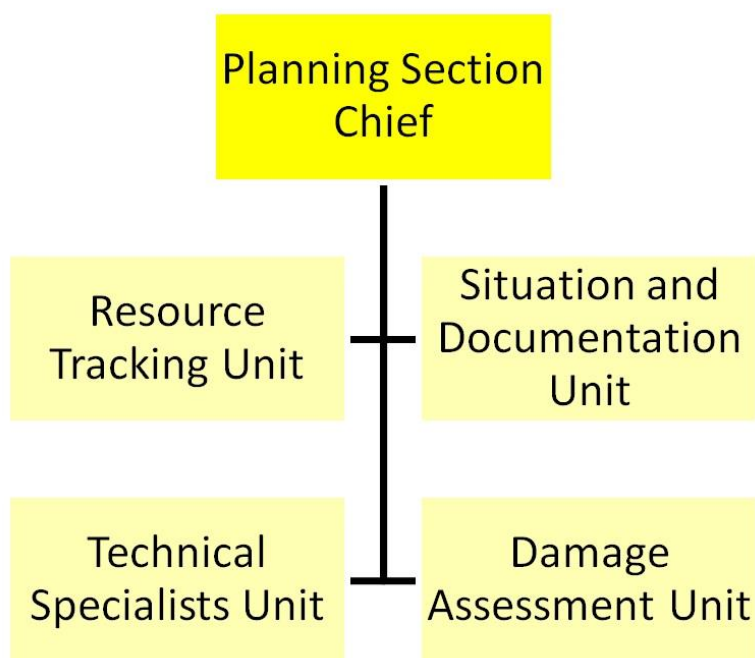
- Reports to the Operations Section Chief
- Activating and terminating the North Bay Parry Sound District Health Unit Emergency Response Plan and Emergency Notification System
- Coordinating public health services with various Municipal Control Group members, emergency and support services, and related agencies in the Emergency Operations Centre
- Providing an on-site manager if required and attending the site command post as necessary
- Liaising with Ontario Ministry of Health and Long Term Care, Public Health Branch and local Medical Officers of Health as required
- Liaising with appropriate public health agencies as required to augment and coordinate a public health response
- Providing advice on matters which may adversely affect public health within the West Parry Sound Area
- Coordinating the response to communicable disease-related emergencies or anticipated epidemics according to Ministry of Health policies
- Ensuring coordination of agency resources to prevent and control the spread of disease during an emergency within the West Parry Sound Area
- Ensuring the coordination of vaccine storage, handling and distribution across West Parry Sound
- Initiating mass vaccination campaigns during outbreaks of disease within affected municipalities in the West Parry Sound Area
- Liaising with the Director of Public Works or alternate within affected municipalities to ensure the provision of potable water, community sanitation, maintenance and sanitary facilities
- Providing for the inspection of evacuation centers, making recommendations and initiating remedial action in areas of:
 - accommodation standards relating to overcrowding, crowd control, security, sewage and waste disposal, monitoring of water supply, air quality, sanitation, and facility layout and operation
 - food handling, storage, preparation and service
 - general health and safety involving injury prevention
- Liaising with local social service agencies on areas of mutual concern regarding evacuation centers including:
 - victim assessment, support and referral
 - public health information and community networks
- Providing inspection and advice in collaboration with municipal representatives within the affected communities regarding the evacuation of residential buildings which pose a public health threat

-
- Liaising with the District Coroner to coordinate the activities of the mortuary within the community and provide assistance where necessary
 - Providing instruction and health information through public service announcements and information networks
 - Providing resource support and consultation to emergency service workers
 - Evaluating post-emergency effectiveness and efficiency in the execution of the agency's responsibilities through debriefing sessions and liaison with Emergency Management Personnel from each municipality

11.5.6 Critical/Public Works Infrastructure Branch

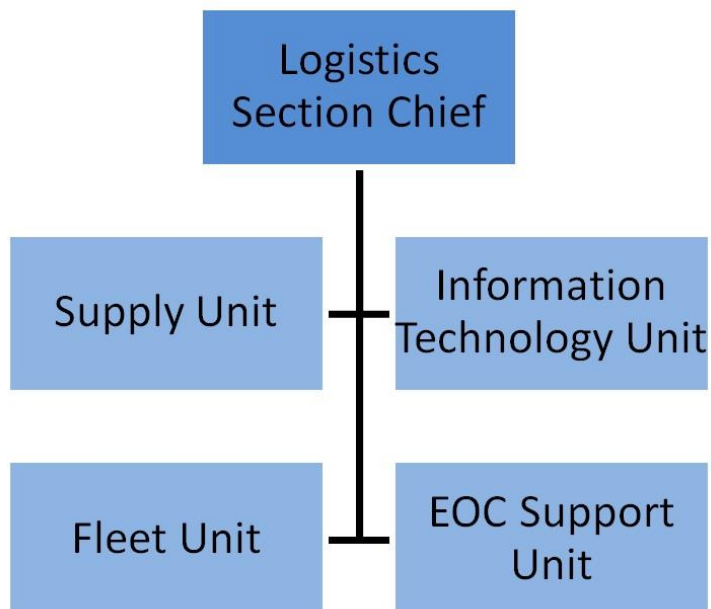
- Reports to the Operations Section Chief
- Providing the ECG with information and advice on engineering, environmental, and roads services, as required
- Depending on the nature of the emergency, assigning the Emergency Site Manager as requested by the area municipality and informing the ECG
- Establishing an ongoing communications link with the corporate services staff at the scene of the emergency
- Coordinating and assist the activities from the local municipal public works in the affected and surrounding areas within the West Parry Sound Area, as required
- Ensuring liaison with the public works representative from the area municipalities to ensure a coordinated response
- Ensuring provision of engineering assistance
- Ensuring construction, maintenance and repair of Municipal roads
- Liaising with area municipalities in the maintenance of sanitary sewage and water systems
- Providing equipment for emergency pumping operations
- Ensuring liaison with local public works departments concerning emergency water supplies for firefighting purposes, as required
- Liaising with area municipalities in the provision of emergency potable water, supplies and sanitation facilities to satisfy the requirements of the Medical Officer of Health
- Liaising to coordinate with the area municipalities for the discontinuation of any public works service to any resident, as required, and restoring these services when appropriate
- Ensuring liaison with public utilities to disconnect any service representing a hazard and/or to arrange for the provision of alternate services or functions
- Providing specialized vehicles and equipment owned by West Parry Sound Area Municipalities as required by emergency services
- Ensuring liaison with the conservation authority regarding flood control, conservation and environmental matters and being prepared to take preventative action
- Providing solid waste management services (collection, processing, and disposal) as required
- Liaising with the Ministry of the Environment (MOE)
- Coordinating and liaising with utility agencies such as Hydro One to ensure:
 - Monitoring the status of power outages and customers without services
 - Providing updates on power outages, as required
- Provide assistance with accessing generators for essential services, or other temporary power measures

11.6 Planning Section Chief



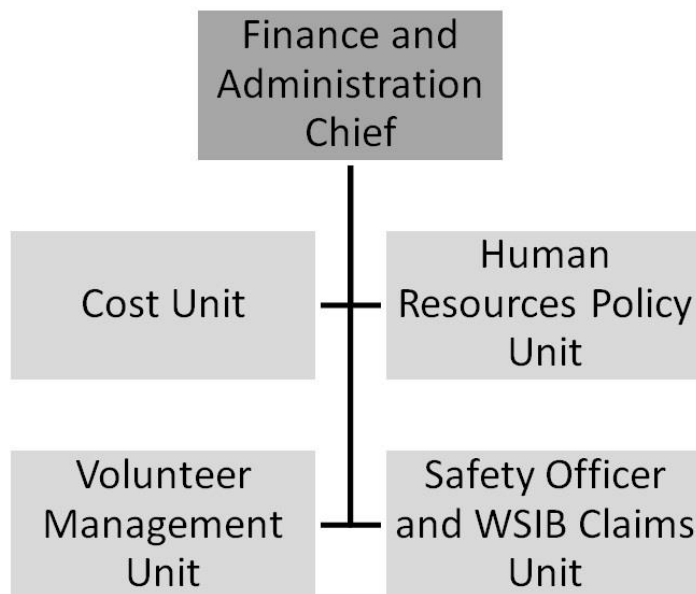
- Planning Chief coordinates the work of the planning section and is accountable to the EOC Director
- Collects, evaluates, validates and disseminates incident situation information and intelligence
- Damage assessment
- Prepares status reports and facilitates operational cycles meetings
- Displays situation information
- Responsible for all incident documentation
- Develops and documents the Incident Action Plan
- Coordinates acquisition of technical experts

11.7 Logistics Section Chief



- Logistics Chief coordinates units responsible for services and is accountable to the EOC Director
- Responsible for all support requirements needed to facilitate effective and efficient incident management
- Ensures provision of facilities, transportation, supplies, equipment maintenance and fuel, food services, telecommunications and IT support, and emergency responder medical services pursuant to the Incident Action Plan

11.8 Finance and Administration Section Chief



- Finance & Administration Chief coordinates the work of the planning section and is accountable to the EOC Director
- Tracks all costs associated with responding to the incident
 - WSIB claims
 - Direct response costs
 - Procurement
- Coordinates donation management
- Implements emergency human resources policies, including volunteer recruitment and training
- Provides an incident health and safety officer

Policy Group

12.1 Policy Group Members:

The Head of Council or designate are members of the Policy Group and are required to fulfill legislative duties. They shall enlist other such persons, including legal advisors, to form part of the Policy Group as is deemed necessary to assist in the functions of this Group.

In the case of an Emergency which affects a single municipality, the Policy Group will be formed by the Head of Council or designate of that municipality. In Emergencies which involves a two or more municipalities, the Heads of Council or designates of those municipalities will collectively determine the composition of the Policy Group.

12.2 Policy Group Function:

The Policy Group is an important part of the IMS structure during a municipal emergency. The purpose of the Policy Group is to provide a structure to allow a functional avenue for advice and assistance, as required, to liaise with other councillors and with the ECG in order to make the best informed decisions with regard to the emergency situation.

The number of Policy Group members is dependent upon the incident type, severity, size, and is at the discretion of the Head of Council to seek and request assistance as required.

12.3 Policy Group Location

The Policy Group will be located in a strategic, safe and separate location that has direct communication ability with the EOC.

12.4 Policy Group Responsibilities:

1. The Head of Council or designate as head of the Municipal Council has designated authority under legislation when a potential or real Declaration of Emergency exists within the municipality.
2. The Head of Council or designate functions as the head of the Policy Group in the I.M.S. structure, providing governance and advice to the ECG Commander throughout the emergency.
3. The Head of Council or designate shall make a Declaration of Emergency, as required.

4. The Head of Council or designate shall terminate the Declaration of Emergency, as required.
5. The Head of Council or designate shall provide information to municipal Council and political representatives at other levels of government with regard to impacts of an emergency, as required.

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Emergency Site Liaison Officer

The Emergency Site Liaison Officer (ESLO) communicates all activities of the emergency response team at the incident site and reports with updates to the ECG. The ECG appoints the ESLO, who is usually a senior staff member from a West Parry Sound Municipality. Specific responsibilities of the ESLO include:

- Communicating the aim and priorities of the emergency response team to the ECG Liaison Officer
- If requested by the Site Incident Commander, communicating immediate needs for additional resources to the ECG Liaison Officer
- Establishing and maintaining communications with the ECG Liaison Officer at the County EOC to ensure accurate information is relayed

Emergency Telecommunications Plan

Upon implementation of the West Parry Sound Area Emergency Response Plan, it will be important to ensure that communications are established between the emergency site and the municipal EOC. The primary methods of communication, in order of preference shall be:

- Landline and cellular phones
- Internet
- Ham radio
- Common Operational Picture

Instructions for operating these methods of communication are available in the document: *Information Technology Emergency Operations Centre Procedure Guide* in ANNEX L. Contact information for ham radio operators in the West Parry Sound Area can also be found in ANNEX A.

Emergency Communications Plan

Upon implementation of the West Parry Sound Emergency Response Plan, it will be important to coordinate the release of accurate information to the news media, issue authoritative instructions to the public and respond to or redirect individual requests for information concerning any aspect of the emergency.

In order to fulfill these functions during an emergency, the following positions will be established:

- Emergency Information Officer
- Community Spokesperson
- Public Inquiry Supervisor

The West Parry Sound Area Emergency Communications Plan is located in ANNEX H.

15.1 Location of West Parry Sound Area Media Centre

The West Parry Sound ECG will establish a media centre with the appropriate resources at a location separated from the Emergency Operations Centre (EOC).

Depending on the nature of the emergency, it may be necessary to establish a media information area adjacent to the emergency site. This will be decided by the ECG. The site media information area will be staffed as determined by the Emergency Information Officer.

15.2 Role of Emergency Information Officer

The role of the Emergency Information Officer is discussed in Section 11.4.

15.3 Role of Community Spokesperson

The County Community Spokesperson will be appointed by the ECG. This role will often be fulfilled by the Head of Council or his/her designate. Responsibilities of the Community Spokesperson include:

- Giving media interviews on behalf of the effected municipalities
- Redirecting all inquires about decisions made by the ECG, and about the emergency as a whole, to the Emergency Information Officer

15.4 Role of Public Inquiry Supervisor

The Public Inquiry Supervisor acts on behalf of the Emergency Information Officer. Responsibilities of the Public Inquiry Supervisor include:

- Establishing a Public Inquiry Service, including the appointment of personnel to assist and designation of telephone lines
- Informing the Emergency Information Officer of the establishment of the above service and designated telephone numbers
- Responding to and redirecting inquires and reports from the public about the emergency based on information from the Emergency Information Officer
- Responding to and redirecting inquires pertaining to the investigation of the emergency, deaths, injuries or matters of personnel involved with or affected by the emergency to the Emergency Information Officer and appropriate emergency service
- Responding to and redirecting inquires pertaining to persons who may be located in evacuation and reception centres to the registration and inquiry telephone numbers

A full copy of the Emergency Communications Plan is located in Annex-H

Requests for Assistance

16.1 Mutual Assistance Agreements

The *Emergency Management and Civil Protection Act* authorizes municipalities to enter into agreements wherein each party may provide assistance, in the form of personnel, services, equipment and material, if called upon to do so by a requesting Municipality in times of emergency.

Mutual Assistance Agreement enable municipalities, in advance of an emergency, to set the terms and conditions of the assistance which may be requested or provided. Municipalities requesting and providing assistance are therefore not required to negotiate the basic terms and conditions under stressful conditions. Municipalities may offer and receive assistance according to predetermined and mutually agreeable relationships.

The Mutual Assistance Agreement for Municipalities in the West Parry Sound Area can be found in Annex I.

16.2 Assistance from the Province of Ontario

Disaster Recovery Assistance for Ontarians

This program helps individuals, small owner-operated businesses, farms and not-for-profit organizations cover emergency expenses and repair or replace essential property following a natural disaster. It does not apply to costs covered by insurance

What is Disaster Recovery Assistance for Ontarians?

Disaster Recovery Assistance for Ontarians is designed to provide financial assistance in the aftermath of a natural disaster that causes costly, widespread damage to eligible private property. The Minister of Municipal Affairs may activate the program for areas affected by natural disasters. Homeowners, tenants, small owner-operated businesses, farmers, and not-for-profit organizations within an area for which the program has been activated can apply to be reimbursed for basic, essential costs related to the disaster. The program does not provide assistance for costs covered by insurance

Municipal Disaster Recovery Assistance

The Municipal Disaster Recovery Assistance program helps municipalities that have incurred extraordinary costs because of a natural disaster.

Eligible expenses may include capital costs to repair public infrastructure or property to pre-disaster condition, and operating costs over and above regular budgets that are necessary to protect public health, safety or access to essential services.

Costs are not eligible if they are covered by insurance or if they would have been incurred anyway had the natural disaster not occurred.

Program activation and delivery

The Minister of Municipal Affairs makes the decision to activate the program based on evidence demonstrating that the event meets the eligibility criteria for Municipal Disaster Recovery Assistance. The minister considers both the cause and extent of damage, along with the initial claim and supporting documentation provided by the municipality.

If the program is activated, the province and municipality enter into a grant agreement. All payments under the grant agreement are based on eligible costs actually incurred by the municipality as a result of the natural disaster.

Eligibility requirements

In order to be eligible for the program, a municipality must have:

- experienced a sudden, unexpected and extraordinary natural disaster
- incurred costs over and above regular budgets that can be demonstrably linked to the disaster. These costs must equal at least three per cent of the municipality's Own Purpose Taxation levy
- passed a resolution of council and submitted an initial Municipal Disaster Recovery Assistance claim (with supporting documentation) within 120 calendar days of the date of the onset of the disaster

How to apply

Municipalities can request Municipal Disaster Recovery Assistance guidelines, claim forms, and additional documentation from their Municipal Services Office.

Information on the Municipal Disaster Recovery Assistance program can be found in ANNEX G

Municipalities are not required to declare a state of emergency for either program.

16.3 Office of the Fire Marshal and Emergency Management

Upon the declaration of an Emergency by the Head of Council, the Office of the Fire Marshal and Emergency Management (OFMEM) will deploy a liaison team to the ECG to provide advice and assistance.

16.4 Assistance from the Federal Government

Requests for personnel or resources from the Federal Government must be submitted through the Province of Ontario. Federal assistance will only be provided once the resources of the County and the Province have been exhausted.

Financial Assistance for natural disasters is available through the Federal Government's Disaster Financial Assistance Fund. This assistance is initiated by the Province.

Glossary and Acronyms

17.1 Glossary of Terms

Chief Administrative Officer (CAO)

The individual who is responsible for the administrative management of a Municipality within the West Parry Sound Area.

Community Emergency Management Coordinator (CEMC)

The individual accountable for the development, implementation and maintenance of the emergency management program.

Community Spokesperson

An individual appointed by the West Parry Sound Area Emergency Command Group who is responsible for giving interviews to the media about the emergency situation.

West Parry Sound Area Emergency Command Group

The group of Municipal staff, critical agencies and individuals responsible for the coordination of emergency operations and providing the resources and personnel necessary to manage the incident.

West Parry Sound Area Emergency Management Program Committee

A group of individuals responsible for the development and implementation of the West Parry Sound Emergency Response Plan.

Disaster Financial Assistance

Application for assistance to the Ministry of Municipal Affairs and Housing by a municipality on behalf of its citizens following an emergency for funding to restore key infrastructure to pre-disaster condition. Includes the Ontario Disaster Relief Assistance Program (ODRAP) and Special Assistance Grants.

Emergency

A situation or impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

Emergency Information Officer (EIO)

The interface between the ECG and the public, media and other agencies. This individual is charged with providing accurate and complete information about the emergency and monitoring the information provided to the public for inaccuracies

Emergency Management and Civil Protection Act

The legal authority for emergency response plans in Ontario.

Emergency Notification

A fan-out procedure to notify the West Parry Sound Area Emergency Command Group of an emergency or impending emergency.

Emergency Operations Centre (EOC)

The location from which the West Parry Sound Area Emergency Command Group operates. Referred to as the EOC.

Emergency Response Plan

A plan, which is formulated to meet the requirements of the *Emergency Management and Civil Protection Act* and which governs the position of necessary services during an emergency and the procedures and manner in which the West Parry Sound Area Municipal employees and others will respond to an emergency.

Emergency Site

The area in which the emergency exists. Also referred to as the incident site or scene.

Emergency Site Liaison Officer

The person at the emergency site who is designated to communicate from the site to the West Parry Sound Area Emergency Command Group. Appointed by the Emergency Command Group.

Evacuation Centre

A location used during an emergency to provide temporary refuge for evacuees and to provide a staging area for deployment of evacuees to an emergency shelter or reception area.

Finance and Administration Section

A group of individuals responsible for managing the financial costs and human resources concerns of the incident. In small scale emergencies, responsibilities of this section may be completed by one person.

Head of Council

The individual who presides over Municipal Council meetings.

Incident Action Plan

An oral or written plan containing general objectives reflecting the strategy for managing a specific emergency.

Incident Command

The individual in charge of the management of the incident. Authorized to delegate responsibility to other individuals.

Incident Management System

A set of doctrines, concepts, principles, terminology and organizational processes to enable effective emergency management.

Liaison Officer

The individual responsible for communications between the ECG and other agencies. Normally delegated to the Community Emergency Management Coordinator.

Logistics Section

A group of individuals responsible for facilitating effective and efficient incident management by ordering resources from off-incident locations to provide facilities, transportation, supplies, equipment maintenance, fuel, food services, communication and IT support, and medical services for emergency responders.

Member Municipality

The townships located within the West Parry Sound Area and participating in a collaborative approach to Emergency Management.

Office of the Fire Marshal and Emergency Management (OFMEM)

A branch of the Ministry of Community Safety and Correctional Services. Responsible for leading the coordination, development and implementation of emergency management programs in Ontario and partnering with municipalities to assist in their emergency management programs.

Operations Section

A group of individuals responsible for the reduction of the immediate hazard, saving lives and property, establishing situational control, and restoration of normal operations.

Planning Section

A group of individuals responsible for the collection, evaluation and dissemination of incident situation information and intelligence; maintaining the status of resources; preparing status reports; displaying situation information; and developing and documenting the Incident Action Plan.

Public Inquiry Supervisor

An individual who acts on the behalf of the Emergency Information Officer to establish a Public Inquiry Service and answer and redirect inquiries about the situation.

Reception Centre

An area where people affected by an emergency may temporarily relocate or where information is available to assist individuals during the emergency.

17.2 Acronyms

CAO	Chief Administrative Officer
ECG	West Parry Sound Area Emergency Command Group
CEMC	Community Emergency Management Coordinator
EIC	Emergency Information Centre
EIO	Emergency Information Officer
EMCPA	Emergency Management and Civil Protection Act
EOC	Emergency Operations Centre
ESLO	Emergency Site Liaison Officer
IAP	Incident Action Plan
IMS	Incident Management System
MP	Member of Parliament
MPP	Member of Provincial Parliament
OFMEM	Office of the Fire Marshal and Emergency Management
PEOC	Provincial Emergency Operations Centre

CORPORATION OF THE MUNICIPALITY OF McDOUGALL

BY-LAW NO. 2019-24

Being a By-law to adopt the 2019 Budget estimates of all sums required during the year

WHEREAS the Municipal Council of the Corporation of the Municipality of McDougall, in accordance with Section 312 of the Municipal Act, 2001, c. 25 as amended, has prepared and provisionally adopted the estimates of all sums required during the Year 2017 for the purposes of the Municipality.

NOW THEREFORE the Council of the Corporation of the Municipality of McDougall hereby ENACTS AS FOLLOWS:

1. THAT the estimates of the Corporation of the Municipality of McDougall be adopted for the year 2019 as shown on Schedule "A" attached to and forming part of this By-law; and
2. THAT this By-law shall come into force and take effect on the final date of passing thereof.

READ a FIRST and SECOND TIME this _____ day of _____, 2019.

Mayor

Clerk

READ a THIRD TIME, PASSED, SIGNED and SEALED this day of , 2019.

Mayor

Clerk

SCHEDULE “A” to By-law No. 2019 -24

Description	2019 Budget		
	Expenditures	Revenues	Net
<u>General Revenue</u>	581,513	5,174,292	- 4,592,779
<u>Education</u>	1,260,032	1,260,032	-
<u>General Government</u>			
Mayor and Council	167,239	3,000	164,239
Elections	4,200	-	4,200
Administration	609,753	39,986	569,767
Information Technology	71,500	26,550	44,950
Finance	243,093	173,250	69,843
Asset Management	9,000	9,000	-
<u>Protection: Persons and Properties</u>			
Fire Department	405,196	17,000	388,196
Police Services: OPP contract	520,000		520,000
By-Law Enforcement	41,100	500	40,600
Emergency Planning	6,550	-	6,550
Animal Control	7,500	-	7,500
Building Department	121,154	98,500	22,654
<u>Transportation Services</u>			
General	771,474	70,500	700,974
Operations	1,125,247	-	1,125,247
<u>Environmental Services</u>			
Water System	386,928	386,928	-
Wastewater	14,514	14,514	-
Waste Management	146,503	-	146,503
Landfill	616,923	918,000	-301,077
<u>Health/Social/Family Services</u>			
Land Ambulance	218,635	-	218,635
Health Unit	84,306	-	84,306
DSSAB	327,951	-	327,951
Belvedere	117,000	-	117,000
<u>Recreation & Culture</u>			
Parks Department	226,192	9,550	216,642
Culture			
Museum	12,650	-	12,650
Library	47,019	7,350	39,669
<u>Planning & Economic Development</u>	65,780	-	65,780
Total Operating Budget	8,333,952	8,333,952	-
Total Capital Budget	1,804,182	1,804,182	-
Total Budge	10,013,134	10,013,134	-

THE CORPORATION OF THE MUNICIPALITY OF MCDougALL

BY-LAW # 2019-25

**Being a By-Law to Set Tax Ratios for
Municipal Purposes for the Year 2019**

WHEREAS Section 308 (4) of the Municipal Act, 2001 Chapter 25, as amended, provides the authority for a Municipality to establish Tax Ratios for the current year;

AND WHEREAS the Tax Ratios determine the relative amount of taxation to be borne by each property class;

NOW THEREFORE THAT the Council of the Corporation of the Municipality of McDougall **ENACTS AS FOLLOWS:**

1. THAT for the taxation year 2019, the tax ratio for property is:

- a) The Residential property class is 1.000000
- b) The Multi-Residential property class is 1.100000
- c) The Commercial Occupied property class is 1.406023
- d) The Commercial Vacant property class is 0.984216
- e) The Commercial Excess property class is 0.984216
- f) The Industrial Occupied property class is 2.603808
- g) The Industrial Vacant property class is 1.692475
- h) The Industrial Excess property class is 1.692475
- i) The Farm property class is 0.250000
- j) The Managed Forest property class is 0.250000
- k) The Landfill property class is 1.100000

2. THAT this by-law shall come into force and take effect on the date of its final passing.

READ a FIRST and SECOND time, this day of , 2019.

Mayor

Clerk

READ a THIRD time, **PASSED, SIGNED and SEALED** this day of , 2019.

Mayor

Clerk

CORPORATION OF THE MUNICIPALITY OF McDOUGALL

BY-LAW NO. 2019-26

Being a By-law to strike the tax rates for the year 2019

WHEREAS Section 312 of The Municipal Act, 2001, as amended, provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class;

AND WHEREAS all property assessment rolls on which the 2019 taxes are to be levied have been returned and revised pursuant to the provisions of the Assessment Act subject to appeals at present before the District Court and the Ontario Municipal Board;

AND WHEREAS "Residential Assessment", "Commercial Assessment", "Industrial Assessment", "Farm Assessment", and "Managed Forest Assessment" as defined in the Assessment Act, as amended by the Fair Municipal Finance Act, 1997 and further amended by Regulations thereto have been determined on the basis of the aforementioned property assessment rolls;

AND WHEREAS the tax ratios on the aforementioned property for the 2019 taxation year have been set out in By-law 2019-25 of the Municipality of McDougall;

AND WHEREAS Section 312 of the said Act require tax rates to be established in the same proportion to tax ratios;

NOW THEREFORE the Council of the Corporation of the Municipality of McDougall hereby ENACTS AS FOLLOWS:

1. THAT there shall be levied and collected upon the assessable lands, buildings and businesses within the Corporation of the Municipality of McDougall, the following municipal tax rates for the year 2019 as shown on Schedule "A" attached to and forming part of this By-law; and
3. THAT there shall be levied and collected upon the assessable lands, buildings and businesses within the Corporation of the Municipality of McDougall the following education tax rates for the year 2019 as shown on Schedule "A" attached to and forming part of this By-law; and
4. THAT every owner of land shall be taxed according to the tax rates in this by-law and such tax shall become due and payable on the 23RD day of July, 2019 but may be paid in two installments on the 13th day of September, 2019 and the 18th day of October, 2019; or the pre-authorized monthly payment method as set out by the Municipality of McDougall; and
5. THAT a penalty of one and one quarter percent (1 1/4%) of the amount of taxes due and unpaid may be imposed for the non-payment of taxes on the first day of default. Interest charges of one and one quarter percent (1 1/4%) of the amount of taxes due and unpaid will be imposed for the non-payment of taxes on the first day of each calendar month thereafter in which the default continues, under the provisions of Section 345 (3) of the Municipal Act, 2001, as amended; and

- Canadian Imperial Bank of Canada; TD-Canada Trust; Royal Bank of Canada; Bank of Montreal; Bank of Nova Scotia and Credit Union Central.

Mayor

Clerk

Mayor

Clerk

SCHEDULE “A” to By-law No. 2019-26

	Municipal	Education	TOTAL
Residential	0.00568208	0.00161000	0.00729208
Multi-residential	0.00625029	0.00161000	0.00786029
Commercial Occupied	0.00798914	0.00765955	0.01564869
Commercial Excess Land	0.00559239	0.00651062	0.01210301
Commercial Vacant Land	0.00559239	0.00651062	0.01210301
Industrial Occupied	0.01479505	0.01030000	0.02509505
Industrial Excess Land	0.00961678	0.00849750	0.01811428
Industrial Vacant Land	0.00961678	0.00849750	0.01811428
Pipelines	0.00625029	0.00000000	0.00625029
Farm	0.00142052	0.00040250	0.00182302
Managed Forests	0.00142052	0.00040250	0.00182302

COMMITTEE/COUNCIL TRACKING LIST

May 1, 2019

Please be advised that items on the tracking sheet may be discussed during scheduled meetings

Meeting Date	Subject for Action	Assigned Department	Requested/Anticipated Response Date	Comments
January 10, 2018	The CAO to look into any available bike lane funding, and contact the Ministry of Transportation on behalf of the Municipality to investigate any other available options such as a joint funding application.	CAO		
February 21, 2018	Staff to investigate opportunities for long term revenue streams for when the landfill is closed	CAO		