

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

TO BE HELD WEDNESDAY, DECEMBER 2, 2020 AT 5:30 P.M.

AGENDA

IMPORTANT NOTE:

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

1. CALL TO ORDER

2. DECLARATIONS OF INTEREST

3. PRIORITIZATION OF AGENDA

- i) Item 5.1 Deputation by Donald Sanderson, Chair of the Wellness Centre and Pool Committee (WCPC) be received at 7:00 p.m.

4. ADOPTION OF MINUTES

- i) THAT the minutes of the Committee/Council Meeting held on November 18, 2020 be adopted as circulated. **Rsl.**

5. DEPUTATIONS

- i) Donald Sanderson, Chair of the Wellness Centre and Pool Committee (WCPC) **(attachment) Rsl.**
Re: Wellness Centre & Pool Committee Recommendations.

Matters Arising.

6. PLANNING/BUILDING

Matters Arising.

7. BY-LAW ENFORCEMENT

- i) Kate Manson-Smith, Deputy Minister, Municipal Affairs and Housing.
(attachment)
Re: Enforcement of Orders under the Reopening Ontario Act, 2020.

Matters Arising.

8. FIRE PROTECTION

**THE CORPORATION OF THE MUNICIPALITY OF MCDOUGALL
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AGENDA

Matters Arising.

9. EMERGENCY MANAGEMENT

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

Matters Arising.

10. RECREATION

Matters Arising.

11. PUBLIC WORKS

Matters Arising.

12. ENVIRONMENT

- i) Waste Management.

Matters Arising.

13. FINANCE

- i) Accounts Payable. **Rsl.**
- ii) Allan Doheny, Assistant Deputy Minister, Ministry of Finance.
(attachment)
Re: Property tax and assessment measures announced in the 2020 Ontario Budget.
- iii) The Municipality of McDougall 2020 Year in Review. **(attachment)**
- iv) Review of 2021 Preliminary Budget Outlook. **(attachment)**
- v) Council Committee 2021 Budget Forecasts.
- vi) Council 2021 Capital Project Discussion.

Matters Arising.

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14. ADMINISTRATION

- i) Danny Whalen, President, The Federation of Northern Ontario Municipalities (FONOM). **(attachment)**
Re: FONOM to hold 2021 Annual Conference Virtually.

Matters Arising.

15. REQUESTS FOR SUPPORT

- i) Fort Erie. **(attachment)**
Re: Request to amend the AGCO Process to Consider Radial Separation from other Cannabis Locations.
- ii) Grey Highlands. **(attachment)**
Re: Request to remove Schedule 6 from Bill 229 which affects changes to the Conservation Authorities Act and the Planning Act.
- iii) Howick Township. **(attachment)**
Re: Request for Ontario Ministry of Agriculture, Food and Rural Affairs to consider lowering the interest rate on Tile Drain Loans.
- iv) Township of Huron-Kinloss. **(attachment)**
Re: Request that the Provincial government develop tougher laws with larger financial penalties when dealing with unauthorized car rallies and participants.
- v) Municipality of Magnetawan. **(attachment)**
Re: Request that the Town of Parry Sound tender for EMS services before contract expiry.

Matters Arising.

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

17. COMMITTEE REPORTS

- i) Town of Parry Sound EMS Advisory Committee. **(attachment)**
Re: November 18, 2020 Agenda and Draft Minutes.

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- ii) Report of the Clerk/Planner C-2020-14. **(attachment)**
Re: Parry Sound Area Planning Board – Town of Parry Sound Request to Leave.
- iii) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Health Unit Declares Community Outbreak in Connection with Nipissing University.
- iv) North Bay Parry Sound District Health Unit. **(attachment)**
Re: Member of Nipissing University Community Tests Positive for COVID-19.

Matters Arising.

- 18. **REPORT OF THE CAO**
- 19. **GENERAL ITEMS AND NEW BUSINESS**
- 20. **BY-LAWS**
- 21. **TRACKING SHEET**
Please be advised that items on the tracking sheet may be discussed during scheduled meetings. **(No items for the Tracking Sheet)**
- 22. **CLOSED SESSION**
 - i) Labour relations or employee negotiations.
- 23. **RATIFICATION OF MATTERS FROM CLOSED SESSION**
- 24. **CONFIRMATION BY-LAW**
 - i) By-Law No. 2020-53.
Re: To confirm the proceedings of the Committee/Council meeting held on December 2, 2020.
- 25. **ADJOURNMENT**

Resolution List for December 2, 2020

THAT the minutes of the Committee/Council Meeting held on November 18th, 2020 be adopted as circulated.

THAT subject to all area municipalities agreeing to participate as outlined in the attached report presented by the Wellness Centre & Pool Committee at the December 2, 2020, regular meeting of Council, The Council for the Corporation of the Municipality of McDougall approve the following recommendations:

1. That the YMCA property, as recommended by CS&P Architects be approved as the site;
 2. That CS&P Architects Option A be approved for the purposes of designing and constructing the facility;
 3. That the cost sharing formula be approved for the allocation of operating and capital costs;
 4. That a Joint Municipal Service Board be used by the municipalities, for the purpose of acting as an agent on behalf of the Municipalities, in the constructing, maintaining, fundraising and operating of the West Parry Sound Area Recreation and Culture Centre;
 5. That the Joint Municipal Service Board Agreement be approved and the Mayor and Clerk be authorized to execute the agreement, substantially in the form attached;
 6. That pending approval of the ICIP grant application the Steering Committee be directed to take the necessary steps to create the Joint Municipal Service Board;
 7. That the Steering Committee be directed to enter into negotiations with the YMCA for the purposes of operating the facility; and
 8. That the Steering Committee be directed to enter into negotiations with the YMCA to secure the approved site.
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THAT the attached lists of Accounts Payable for December __, 2020 in the amount of \$_____ and payroll for December __, 2020 in the amount of \$_____ be approved for payment.

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 NOVEMBER 18, 2020 AT 7:00 P.M.

MINUTES

Present Physically:	Mayor	D. Robinson (Chairperson)	
Present Electronically:	Councillor	J. Constable	
	Councillor	L. Gregory	
	Councillor	J. Ryman	
Regrets	Councillor	L. Malott	
Present Physically:	CAO	T. Hunt	DRAFT
	Clerk	L. West	
Present Electronically:	Fire Chief	B. Leduc	
	Chief Building Official	K. Dixon	
	Treasurer	E. Robinson	

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

IMPORTANT NOTE:

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

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

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

PUBLIC MEETING

Mayor Robinson advised that the regular meeting of Council will be preceded by a Public Meeting to consider proposed zoning by-law amendment applications pursuant to Section 34 of the Planning Act;

- i) Lynn Mercer, 75 Haines Lake Road, Part Lots 11, & 12, Concession 2.
Re: Z01-2020 Zoning By-law Amendment Application.
Mayor Robison explained that the purpose of the proposed Zoning By-law Amendment is to rezone Part of Lots 11 and 12, Concession 2, from the Waterfront Residential 6 Zone to the Rural Zone. The effect of the proposed

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Zoning By-law amendment is to rezone the road-front lot as Rural, as it is no longer part of a waterfront parcel. Mayor Robinson advised that the rezoning is a condition of Consent No. B05/2020 (McD) by the Parry Sound Area Planning Board.

Mayor Robinson asked the Clerk if any written correspondence had been received on this file. The Clerk noted that none had been received.

Mayor Robinson asked if there was anyone present who wished to make verbal representation either in support of, or in opposition to this zoning by-law amendment. No one was present.

- ii) Robert Durance and Susan Durance, 25 Lake Ridge Road, Part Lot 20 Concession 10.

Re: Z02-2020 Zoning By-law Amendment Application.

Mayor Robinson explained that the purpose of the proposed Zoning By-law amendment is to rezone Part of Lot 20, Concession 10 from the Rural Zone to the Waterfront Residential 1 Zone. The effect of the proposed Zoning By-law amendment is to put the whole of the applicants lands in the Waterfront Residential 1 (WF1) Zone. Mayor Robinson advised that rezoning is a condition of Consent No. B20/2020 (McD) by the Parry Sound Area Planning Board.

Mayor Robinson asked the Clerk if any written correspondence had been received on this file. The Clerk noted that none had been received.

Mayor Robinson asked if there was anyone present who wished to make verbal representation either in support of, or in opposition to this zoning by-law amendment. No one was present.

Mayor Robinson advised that following the consideration of a proposed by-law, which may take place at the discretion of council later this evening, anyone who wishes to appeal the decision of Council may file with the Clerk of the Municipality during the appeal period, and in the prescribed manner. The appeal period is in effect for twenty days, commencing on the date the notice of passing of this by-law is sent out.

Mayor Robinson declared the public meeting closed.

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HELD WEDNESDAY NOVEMBER 18, 2020 AT 7:00 P.M.

MINUTES

1. CALL TO ORDER

Mayor Robinson called the meeting to order at 7:05 p.m.

2. DECLARATIONS OF INTEREST

Nil

3. PRIORITIZATION OF AGENDA

Nil

4. ADOPTION OF MINUTES

i) Resolution No.2020-111

Ryman/Constable

THAT the minutes of the Committee/Council Meeting held on November 4, 2020 be adopted as circulated.

“Carried”

5. DEPUTATIONS

- i) Rita Orr, CAO, and Tom Lundy Board Chair, Parry Sound Public Library.
Re: 2021 Budget Presentation from Parry Sound Public Library.
Tom Lundy and Rita Orr joined the meeting electronically and gave a presentation. Mr Lundy and Ms Orr noted as discussed last year that they are hoping that another two year agreement which has worked extremely well for them will be granted. The ask for each year is \$48,429.57. Council noted that this will be discussed during the budget process.
Council thanked Ms. Orr and Mr. Lundy for their presentation and the hard work and efforts of their staff and the Board during these challenging times.

Matters Arising.

Nil

6. PLANNING/BUILDING

- i) Report of the Clerk/Planner C-2020-12
Re: Backyard Chickens – Information Report.
The Clerk gave an overview regarding the by-law amendment process. Council directed staff to proceed with the Zoning by-law amendment process, including a public consultation process in order to determine

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MINUTES

appropriate requirements for a zoning by-law amendment within the
Municipality of McDougall.

Matters Arising.

Nil

7. BY-LAW ENFORCEMENT

Nil

Matters Arising.

Nil

8. FIRE PROTECTION

Nil

Matters Arising.

Nil

9. EMERGENCY MANAGEMENT

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

Matters Arising.

Nil

10. RECREATION

Nil

Matters Arising.

Chief Leduc noted that he had spoken with the Snowmobile Club regarding the
plowing of Nine Mile Lake Road. Council gave direction to Chief Leduc and staff
to proceed with the current plan for winter maintenance on Nine Mile Lake Road.

11. PUBLIC WORKS

Nil

Matters Arising.

The CAO noted the large culvert replacement located at CN Rail on the Bunny
Trail should be completed tomorrow.

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The CAO also noted that Hall Construction has begun connecting the water services on the Parkway Avenue section for future Grandview Estates development lots.

12. ENVIRONMENT

- i) Waste Management.
Nil

Matters Arising.
Nil

13. FINANCE

- i) Accounts Payable.
Resolution No. 2020-112 **Constable/Gregory**
THAT the attached list of Accounts Payable for November 19, 2020 in the amount of \$180,356.01 and payroll for November 19, 2020 in the amount of \$50,320.87 be approved for payment. **“Carried”**
- ii) The Honourable Rod Phillips, Minister of Finance.
Re: Municipal Ontario Municipal Partnership Funding (OMPF) Allocation.
The Treasurer gave an overview of this report. Council received as information.
- iii) Robert Clark, 16 White Beaver Trail.
Re: Request for Council to consider penalty and interest relief.
The Treasurer gave an overview. Council noted that there would be no change to the current situation regarding Mr. Clarks tax billing.

Matters Arising.

The Treasurer noted the following:

- Three tax sale properties will occur Wednesday November 25, 2020.
- Water/sewer increase notices have been mailed out.
- Staff is working on start of the budget process.

14. ADMINISTRATION

- i) Ministry of Municipal Affairs and Housing.
Re: Municipal Delegations at ROMA 2021 Conference.
Council received as information.

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MINUTES

- ii) Report of the Clerk, C-2020-13.
Re: Shore Road Allowance Application SRA-2020-7 (Evans).
The Clerk gave an overview. Council received the report and gave direction to proceed with this application.
- iii) Danny Whalen, President, The Federation of Northern Ontario Municipalities (FONOM).
Re: Media Release; 2021 Ontario Municipal Partnership Funding (OMPF)
Mayor Robinson noted that this item was discussed under Finance. Council received as information
- iv) Town of Parry Sound.
Re: Town of Parry Sound Comprehensive Zoning By-law Review.
Council received as information.

Matters Arising.

Nil

15. REQUESTS FOR SUPPORT

- i) Municipality of Meaford.
Re: Bill 218, Supporting Ontario's Recovery and Municipal Elections Act.
This was reviewed by Council with no action indicated.
- ii) City of Hamilton.
Re: Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations.
This was reviewed by Council with no action indicated.

Matters Arising.

Nil

16. MOTIONS OF WHICH NOTICE HAS BEEN PREVIOUSLY GIVEN

Nil

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MINUTES

17. COMMITTEE REPORTS

- i) North Bay Parry Sound District Health Unit.
Re: News Release – November is Fall Prevention Month.
Council received as information.
- ii) North Bay Parry Sound District Health Unit.
Re: Act Now to Prevent the Spread of COVID-19.
Council received as information.
- iii) North Bay Parry Sound District Health Unit.
Re: Community Flu Clinic in Mattawa.
Council received as information.
- iv) North Bay Parry Sound District Health Unit.
Re: Community Flu Clinic in West Nipissing.
Council received as information.
- v) Parry Sound Area Planning Board.
Re: Special Meeting Discussion; Town of Parry Sound Withdrawal from
Parry Sound Area Planning Board.
Council received as information.

Matters Arising.

Nil

18. REPORT OF THE CAO

- i) Report of the CAO.
Re: General Update.
The CAO provided an overview of his report, Council received as information

The CAO noted that he has received a few calls from ratepayers requesting plowing of municipally owned seasonal roads. Following discussion, Council agreed that the current policy will remain in place.

The CAO also requested that the Municipal Office be closed on December 24th. Council approved this request.

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MINUTES

19. GENERAL ITEMS AND NEW BUSINESS
Nil

20. BY-LAWS

- i) By-law 2020-50.
Re: Being a by-law to amend By-law No. 2017-05 to rezone Part of Lots 11 and 12, Concession 2 Geographic Township of McDougall (Mercer).
Read a First, Second and Third Time, Passed, Signed and Sealed this 18th day of November, 2020.
- ii) By-law 2020-51.
Re: Being a by-law to amend By-law No. 2017-05 to rezone Part of Lot 20, Concession 10 Geographic Township of McDougall (Durance).
Read a First, Second and Third Time, Passed, Signed and Sealed this 18th day of November, 2020.

21. TRACKING SHEET

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

22. CLOSED SESSION
Nil

23. RATIFICATION OF MATTERS FROM CLOSED SESSION
Nil

24. CONFIRMATION BY-LAW

- i) By-Law No. 2020-52.
Re: To confirm the proceedings of the Committee/Council meeting held on November 18, 2020.
Read a First, Second and Third Time, Passed, Signed and Sealed this 18th day of November, 2020.

25. ADJOURNMENT

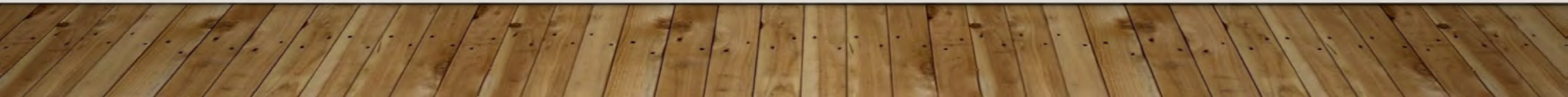
Resolution No. 2020-113

THAT we do now adjourn at 8:12 p.m.

Ryman/Constable

“Carried”

West Parry Sound Area Recreation & Culture Centre



Why a Recreation and Culture Centre?

- Physical activity is critical to the health and well being of a community
- Recreation Centre is integral to the attraction and retention of employees and their families to the area
- High degree of community support
- Minimal indoor recreation available to the public

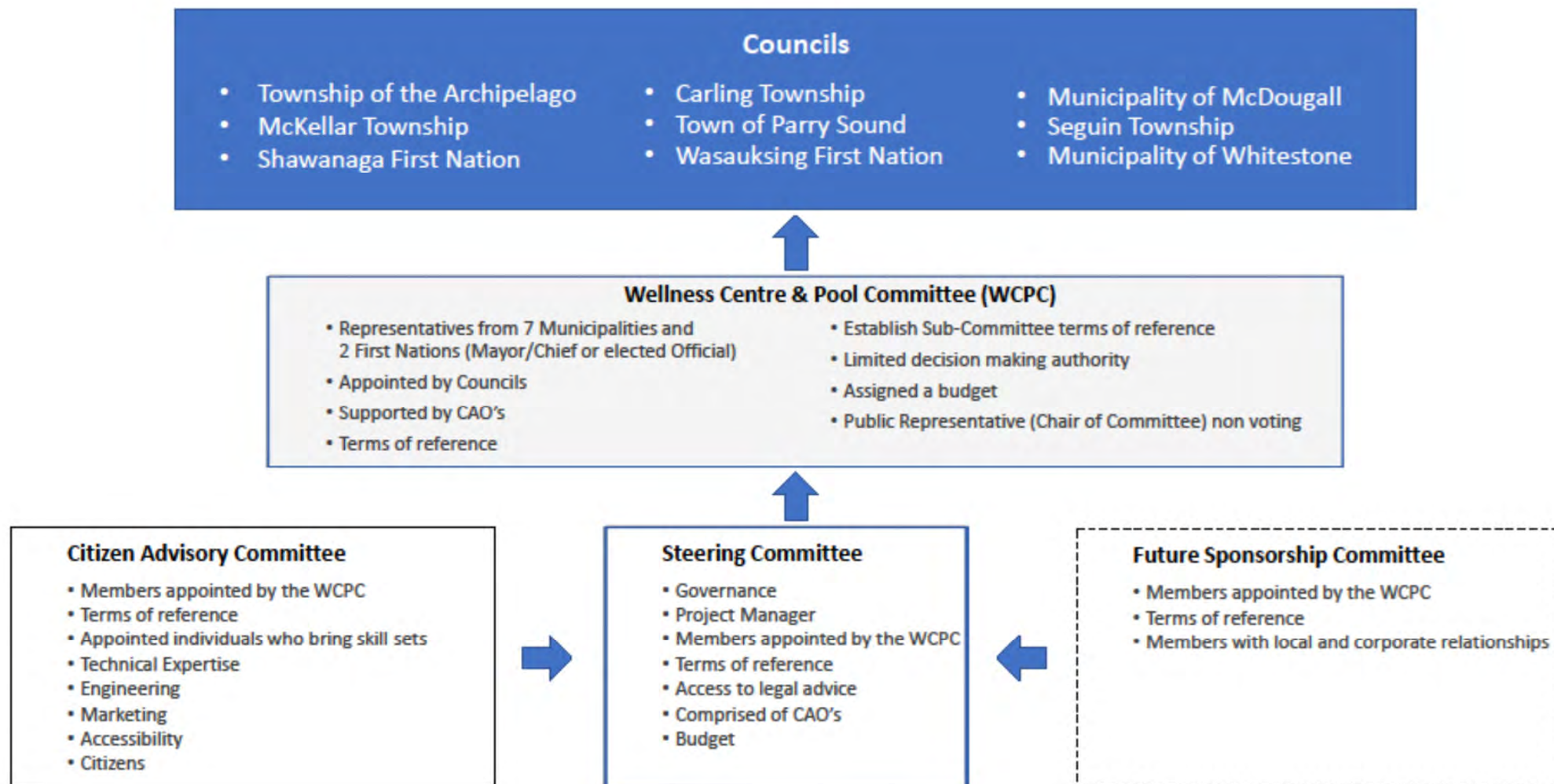
Steps to Get There

- 7 West Parry Sound Area Councils give the Wellness Centre & Pool Committee a mandate to undertake due diligence, September, 2019
- Reporting back on the results of the due diligence work and recommendations for Councils' consideration and approval

Council Authorization

McDougall Council Resolution 2019-102, September 4, 2019

- WHEREAS Council for the Municipality of McDougall approved resolution 2018-91 on July 18, 2018 that directed the CAO to meet with the CAOs of the surrounding interested Municipalities and First Nations to work towards the preparation of a common development proposal package for future deliberation by all of the Councils;
- AND WHEREAS the CAOs have prepared a report to be considered by the respective Councils individually, that includes a preferred governance/operations model, Terms of Reference, and Funding Model;
- NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Municipality of McDougall hereby;
- 1) approves the Decision Making Model attached as Schedule A
- 2) approves the Wellness Centre and Pool Committee Terms of Reference attached as Schedule B;
- 3) amends resolution 2019-43 by authorizing an expenditure of up to 16.2% based on the funding formula attached as Schedule C, for the purposes of funding the due diligence and governance work covered by the RFP, to a maximum amount of \$32,400.00;
- 4) amends resolution 2018-146 by replacing "Recreational Complex Advisory Committee" with "Wellness Centre and Pool Committee" effectively appointing Mayor Robinson to the Wellness Centre and Pool Committee;
- 5) appoints Deputy Mayor Constable as an alternate member of Council to the Wellness Centre and Pool Committee in the event the designate cannot attend a meeting;
- AND FURTHER THAT this resolution be forwarded to the participating West Parry Sound Municipalities, First Nations, and the Recreational Complex Advisory Committee.



Due Diligence

- Site selection (CS&P Architects and Tatham Engineering)
- Conceptual design and programming (CS&P, the Public, YMCA)
- Governance of the Centre (Barriston Law)
- Cost sharing (CAO Steering Committee)

Due Diligence - Site Selection

- Engaged independent Architect and Engineer
- Established Matrix for site evaluation
- Evaluated 4 potential sites

Site Evaluation Matrix

	Weighting	Criteria
1	20%	Location and accessibility to the public and optimum marketing opportunity; access to major transportation routes and traffic considerations
2	20%	Costs: Site acquisition costs; Site preparation costs
3	25%	Accessibility and cost to provide utilities to the site (sewer and water services, hydro, natural gas, high speed fibre) - order of magnitude estimates for the purpose of evaluation of the properties
4	20%	Size and flexibility of parcel; ability to have additional related future uses around or adjacent to the site
5	15%	Phase 1 Environmental Assessment

Due Diligence – Site Selection

- YMCA property on Smith Crescent received the highest score, 82
- 15.9 acres, high visibility and relatively level
- Soil and geotechnical examinations confirm suitability to locate the facility
- Town owns approx 9 acres abutting the site to the north
- Other developable lands in the immediate vicinity
- Town services available, water currently on Parry Sound Drive
- YMCA property is the recommended site

Due Diligence – Conceptual Design/Programming

- Citizen Advisory Committee for public input created October, 2019
- Architects incorporated many of the Committee's recommendations into the design
- YMCA consulted to ensure programming would drive membership

Citizen Advisory Committee Recommendations

1. Six Lane/25 M pool - for swim meets
2. Larger Leisure/Therapeutic Pool with defined play area/amenities and relaxation area
3. Sauna - off Pool Deck
4. Gymnasium - regulation size for competitions, 4 pickleball courts
5. Walking Track
6. Common Area with Vending Machines

continued...

Citizen Advisory Committee Recommendations cont.

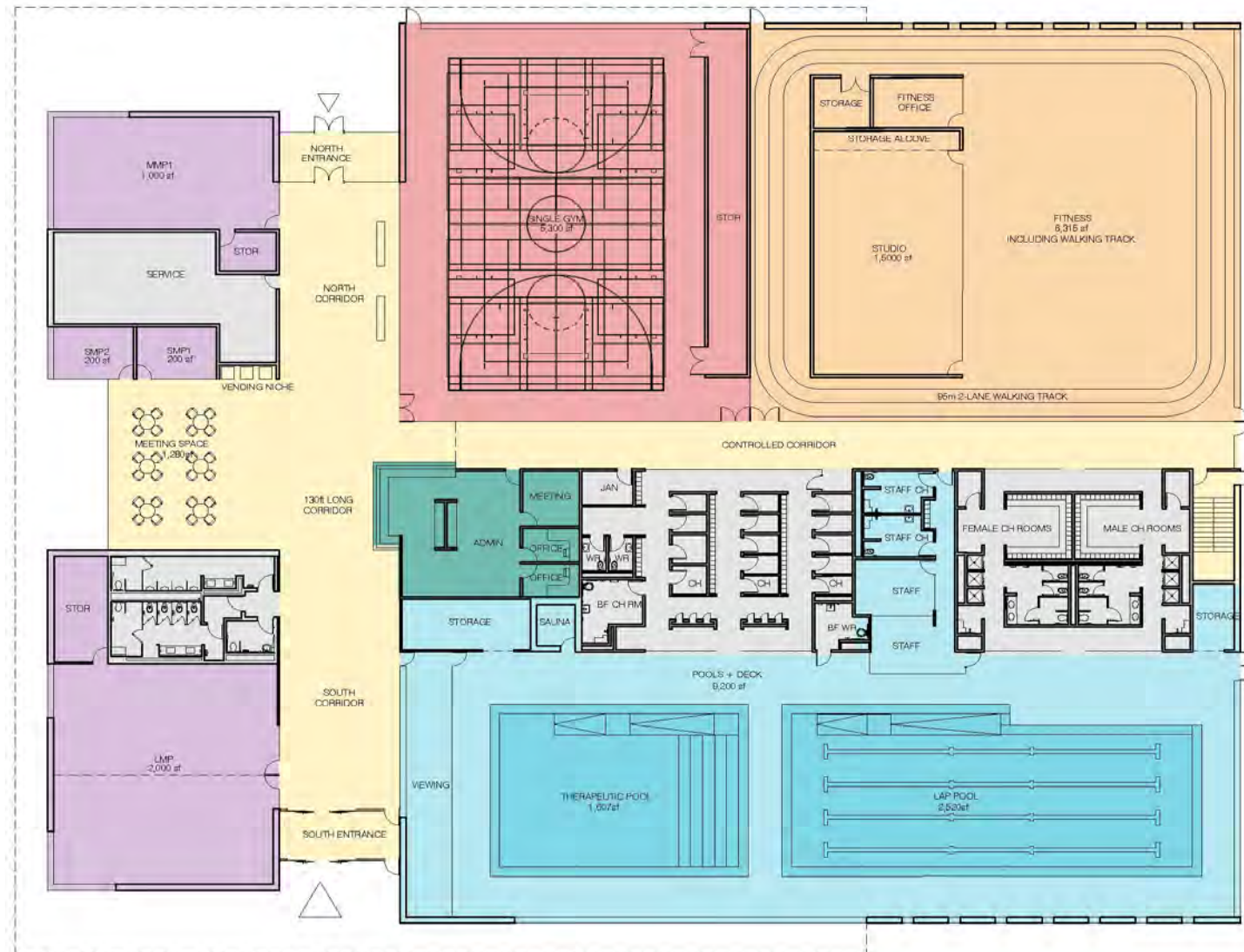
7. Viewing Areas (Pool & Gymnasium) - second level for swim meets and gymnasiums competitions
8. Fitness and Studio - 6,300 sf Fitness and 2,300 sf Studio. No change proposed
9. Multi Purpose Rooms – No change proposed: 2 Small MP, 3 Medium MP, 1 Large divisible MP Room
10. Other Mentions for Future Considerations:
 - Recognition of indigenous culture and local history
 - Charging stations for electric vehicles
 - Superior energy efficiency
 - Outdoor tennis courts
 - Outdoor water park features (splash pad)

OPTION SUMMARY:
 OPTION A = 48,310sf
 OPTION B = 59,015sf

- AQUATICS
- GYM
- FITNESS
- CHANGE ROOMS/SERVICE
- MULTI-PURPOSE SPACE
- ADMINISTRATION

- 4 LANE POOL
- THERAPY/LEISURE POOL
- SAUNA ON DECK
- MEETING SPACE/VENDING
- 5000sf FITNESS + 1,500sf STUDIO
- 95m 2 LANE WALKING TRACK

OPTION A
 GROUND FLOOR PLAN = 44,510 sf
 BASEMENT FLOOR PLAN = 3,800 sf
 TOTAL = 48,310 sf



Due Diligence - Governance of the Centre

- Each municipal funding member may appoint one member of their council as a voting member;
- Members have a weighted vote based on their financial contribution;
- Non-funding members Wasauksing and Shawanaga First Nations may each appoint one member of their council as a non-voting participant;
- The Board has full authority and necessary powers to manage the construction, operating, repairing, fundraising and improving the facility;
- The Board has no authority to borrow funds;
- A capital reserve fund is required to properly maintain the facility;
- Annual municipal payments are based on the cost sharing formula recommended in this presentation. The cost sharing will be updated every ten (10) years using updated data;
- Amendments to the agreement may be changed by a 2/3 vote of the municipalities, except if a municipality wishes to withdraw from the board, in which case all municipalities must give their consent.

Due Diligence - Facility Overview

- \$32 million project
- 48,310 sq. ft.
- Prov/Fed grant application 73.3%, municipal portion 26.7%
- Aquatics, Gym, Fitness Area, Walking Track, Multi-purpose Space
- YMCA as the preferred operator
- 100-year lease from YMCA at a dollar per year

Due Diligence - Cost Allocation

• Municipality	Percentage	Weighted Votes	Capital Cost	Operating Cost
• Archipelago	11.4	1	\$984,960	\$34,107
• Carling	9.2	1	\$794,880	\$24,471
• McDougall	16.2	2	\$1,399,680	\$48,547
• McKellar	9.3	1	\$803,520	\$27,759
• Parry Sound	25.3	3	\$2,185,920	\$75,757
• Seguin	22.5	3	\$1,944,000	\$67,436
• Whitestone	6.1	1	\$527,040	\$18,316
• Total	<u>100.0</u>	<u>12</u>	<u>\$8,640,000</u>	<u>\$299,392</u>

Wellness Centre & Pool Committee Recommendations

1. That the YMCA property, as recommended by CS&P Architects be approved as the site;
2. That CS&P Architects Option A be approved for the purposes of designing and constructing the facility;
3. That the cost sharing formula be approved for the allocation of operating and capital costs;
4. That a Joint Municipal Service Board be used by the municipalities, for the purpose of acting as an agent on behalf of the Municipalities, in the constructing, maintaining, fundraising and operating of the West Parry Sound Area Recreation and Culture Centre;
5. That the Joint Municipal Service Board Agreement be approved and the Mayor and Clerk be authorized to execute the agreement, substantially in the form attached;
6. That pending approval of the ICIP grant application the Steering Committee be directed to take the necessary steps to create the Joint Municipal Service Board;
7. That the Steering Committee be directed to enter into negotiations with the YMCA for the purposes of operating the facility; and
8. That the Steering Committee be directed to enter into negotiations with the YMCA to secure the approved site.

Next Steps

- Present to all municipalities that are Funding Partners
- Present to First Nation Advisory Partners
- Continue to follow up on the grant application

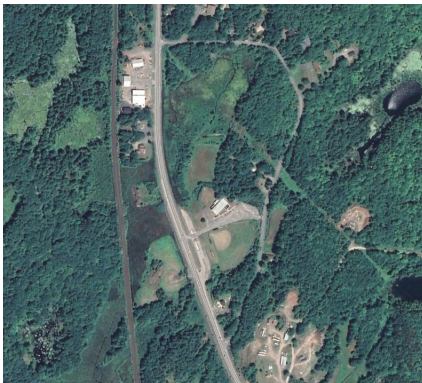
Thank You

Comments and Questions

DRAFT

WEST PARRY SOUND AREA RECREATION AND CULTURE CENTRE SITE SELECTION REPORT

October 2020



CS&P Architects

1. PROJECT BACKGROUND

The West Parry Sound Area Joint Partners have developed a plan to build a unique recreation, cultural and pool centre to fill a community service gap in the regional area. The Joint Partnership includes 7 Area Municipalities and 2 First Nations Communities, including the Township of the Archipelago, Carling Township, McDougall Township, McKellar Township, the Town of Parry Sound, Seguin Township, the Municipality of Whitestone, and Wasauksing and Shawanaga Indigenous Communities.

This new facility is envisaged as a unique recreation and cultural center / facility, to meet the needs and interests of all West Parry Sound Communities and encourages healthy lifestyles, social interactions and physical well-being through education, recreation, wellness, cultural and athletic activities.

There have been several iterations of this project over time ranging from a stand-alone complex to a campus including the YMCA. Past reports in support of this project include:

- Town of Parry Sound Recreation Master Plan
- Town of Parry Sound Strategic Plan
- Simcoe Muskoka YMCA / West Parry Sound Recreation Complex Committee (WPS) – dma Planning & Management Service, April 2010, updated with 2016 data
- West Parry Sound Recreation / Wellness Complex Committee – early 2010
- YMCA West Parry Sound Recreation Complex – Pool Observations & Commentary

There have been numerous meetings and organized tours of joint YMCA Municipal partnership facilities since 2010. The result were numerous questions and the need for more information. The advice that has been received from the YMCA is that additional amenities such as a fitness centres, gymnasium, and multi-purpose space should be included in the design to create an appeal to a broader audience, that in turn will create a more financially sustainable facility. In addition, there may be an opportunity to locate other wellness related services in or close to the facility. The anticipated floor space of the facility is approximately 45,000 square feet.

In 2018 a group of residents and community leaders created a citizen's ad hoc committee. The objective of the ad hoc committee was to advocate for a Recreation Centre and Pool to serve the West Parry Sound Area.

It was identified that to move the project forward, a decision-making model that's accountable to the public was required. A committee structure for decision-making has been developed by the area CAO's. The decision-making structure incorporates a Citizen Advisory Committee which replaces the need for the citizen's ad hoc committee. Within the decision-making structure the lead committee is the Wellness Centre and Pool Committee, comprised of the heads of each Council. This committee is supported by a Steering Committee comprised of the area CAO's.

Consideration has been given to a number of properties in the Town of Parry Sound that could host the construction of this proposed facility. Four properties were initially of interest to the collective municipalities. It was felt that more due diligence would be needed in order to select site, and prepare a program and supporting design to suit.

1. PROJECT BACKGROUND

An engineering and architectural consultant RFP was issued May 2019, and was awarded to CS&P Architects Inc. in association with Tatham Engineering in October 2019. The intent of the RFP scope is to coordinate research, information and data gathering, analysis, in order to make a recommendation to each Council on a Go, No-Go decision. The Go, No-Go recommendation will include analysis related to site selection, amenities to be included in the complex, construction cost estimates, programming, and operational costs.

The RFP scope is divided into Task 1 and Task 2. The intent of Task 1 was to review the four identified properties and using criteria identified in the RFP and additional criteria that may be suggested by the consultant and make a recommendation with respect to the preferred site. Task 2 is to solicit stakeholder input on program needs, prepare design options and costing on the selected site, and create a recommended design and supporting report.

Since the RFP was issued, the provincial and federal grant program ICIP was launched (Investing in Canada Infrastructure Program). The decision was made to submit an application for the Community, Culture, and Recreation Stream. As the application was due on November 12, 2019, there was very little time to create the materials for the application. A draft program and design was quickly developed for the application, and a site provisionally selected, knowing that changes will likely be made to accommodate the public input and stakeholder process to follow. Results of this grant application will not be known until Spring 2020.

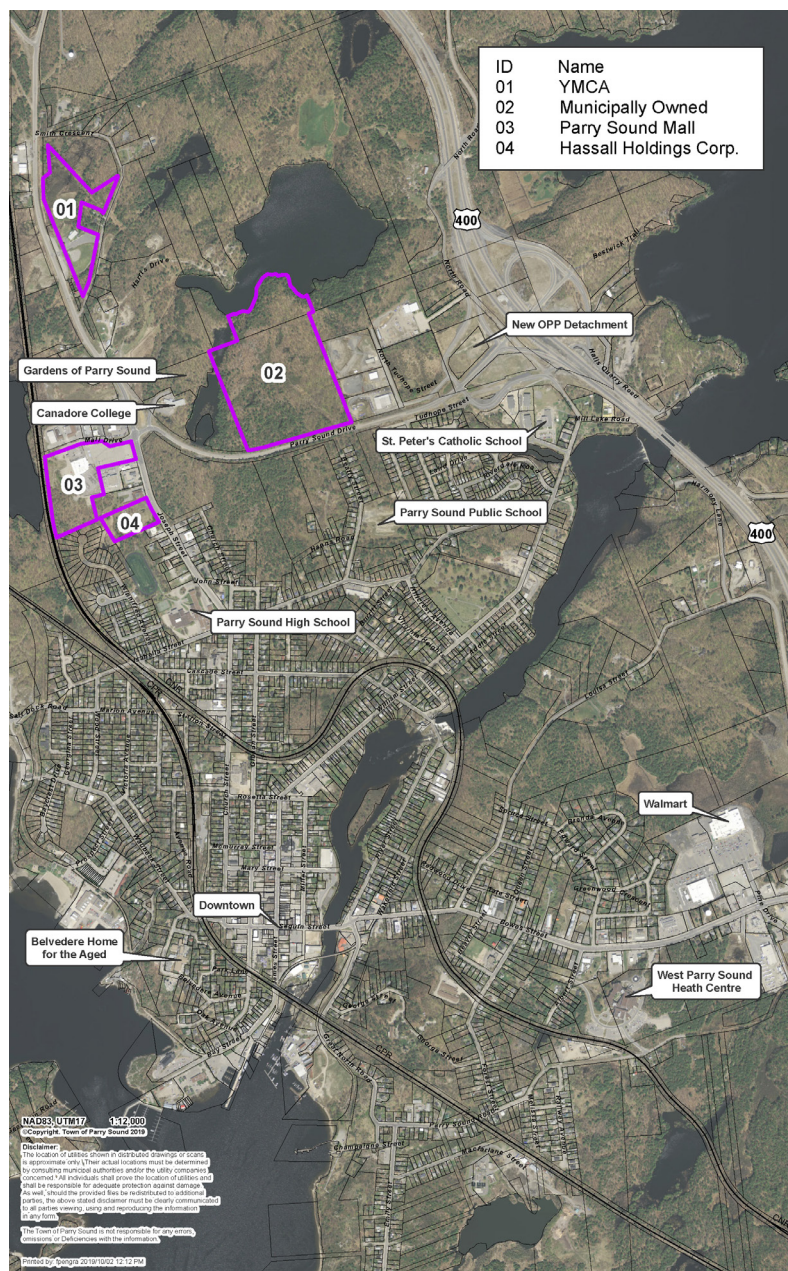
After the ICIP application was submitted, the community input stage commenced, starting with the creation of the Citizen's Advisory Committee (CAC). The CAC is comprised of 15 members with a range of skills and interests, and that represent broadly the different communities of the joint partnership. The CAC will lead the process of gathering public input and making recommendations. CAC recommendations have now been tabled and are under review, with revised design options under consideration.

Task 1 scope has been completed and is under review. The Task 2 results are expected to be complete by late Fall 2020. Following are results of the Task 1 scope.

2. SITE SELECTION

The intent of Task 1 is to review the four identified properties, using criteria identified in the RFP and additional criteria that may be suggested by the consultant. A recommendation with respect to the preferred site is the expected outcome of this Task.

The four sites are as identified in the overall map below. Each site is further detailed as follows on the attached maps.



2. SITE SELECTION

Property 1

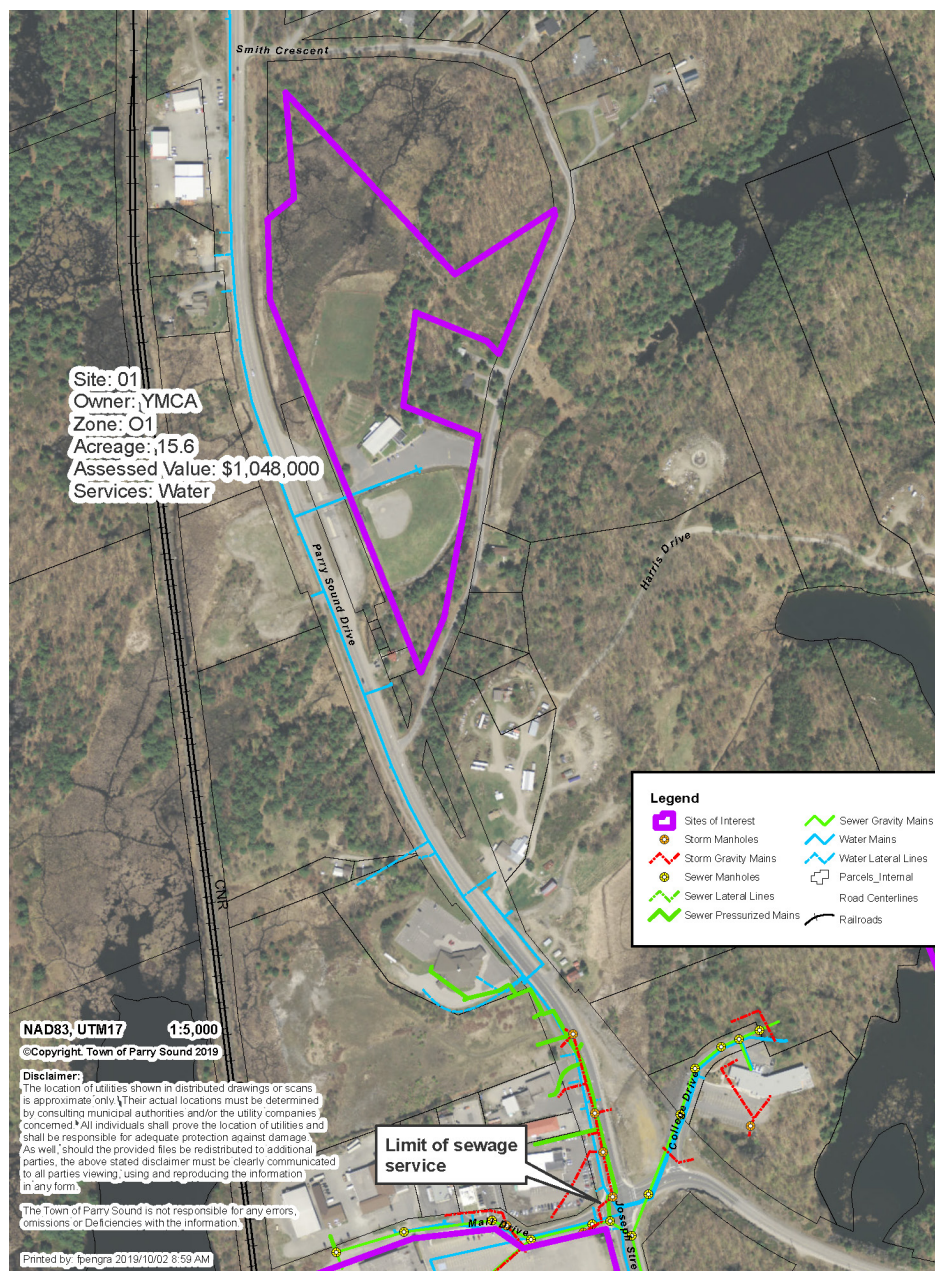
Municipal address: 36 Smith Crescent

Owner: The Barrie YMCA

Size: 15.88 acres

Zoning: 01-Open space 3

Vacant: No



2. SITE SELECTION

Property 2

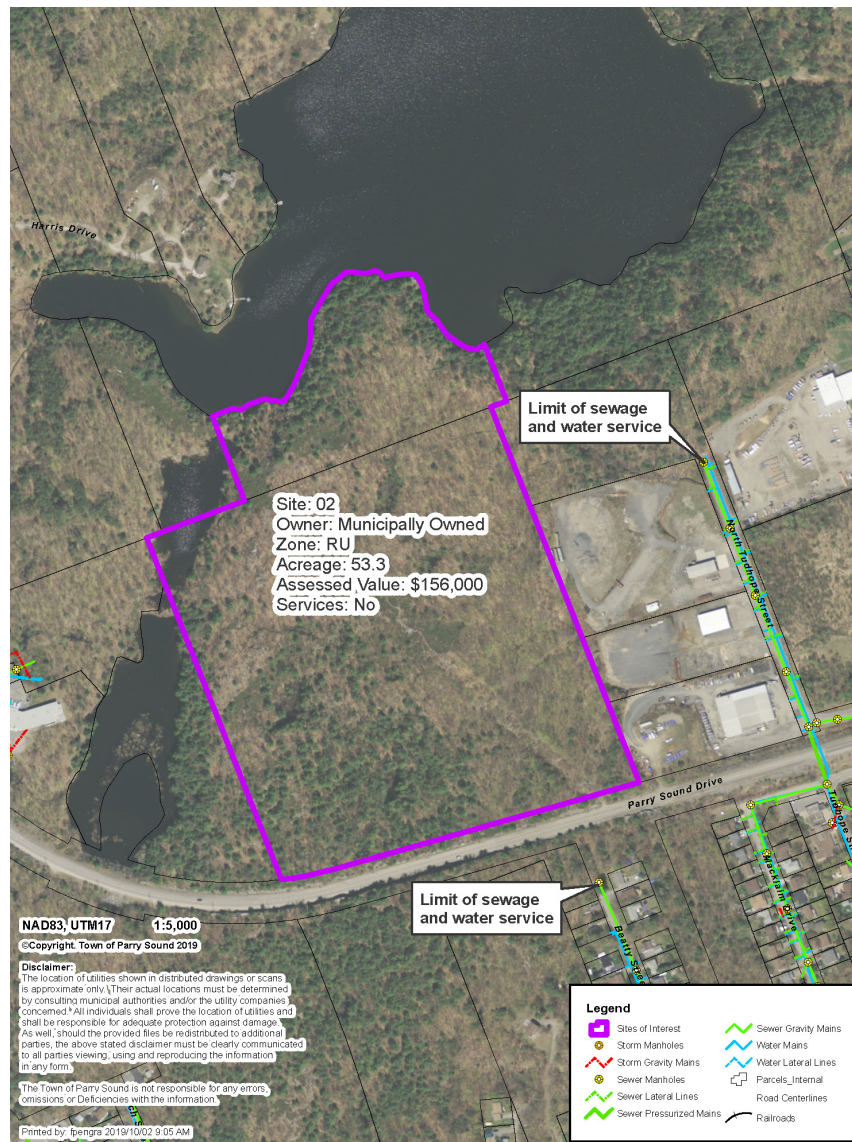
Municipal address: No address assigned. Property located on the east side of Parry Sound Drive, just north of Connor Drive and south of the wetlands adjacent to Canadore College

Owner: Township of Carling and the Town of Parry Sound (Municipally Owned)

Size: 53.18 acres

Zoning: Rural Zone

Vacant: Yes



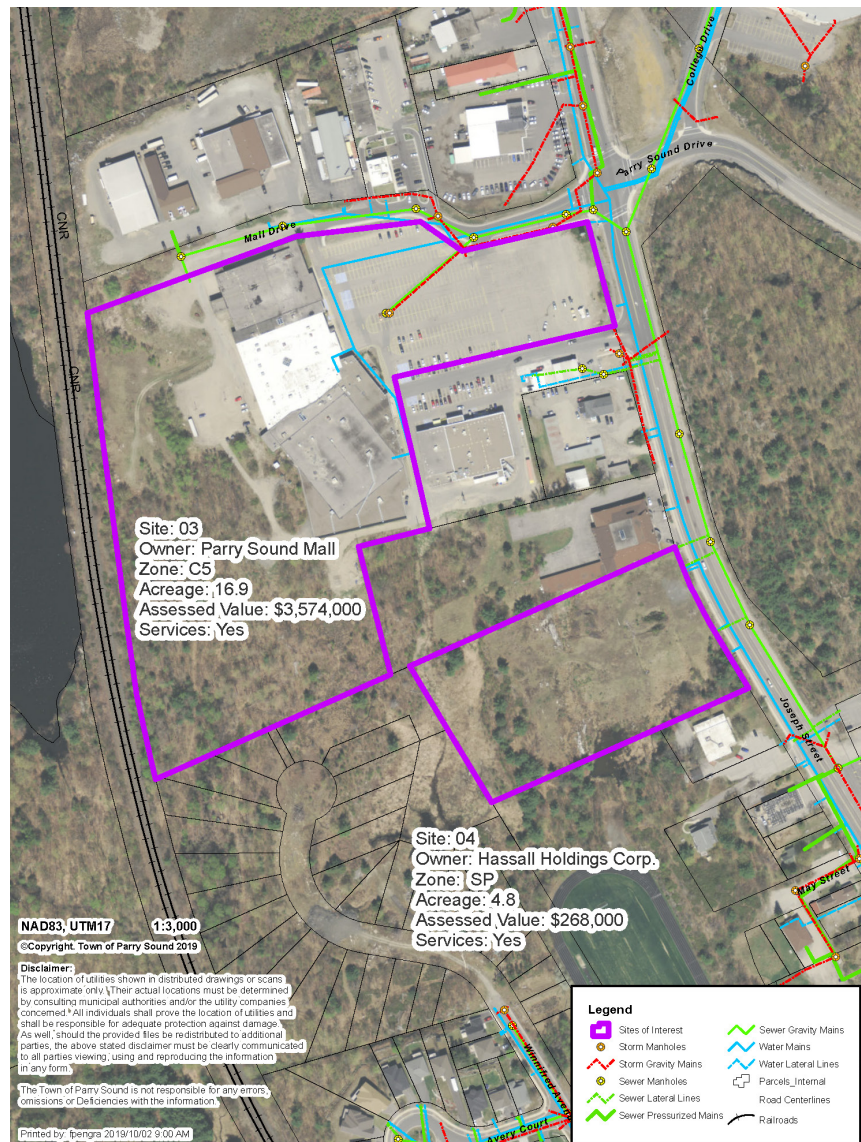
2. SITE SELECTION

Property 3

Municipal address: Parry Sound Mall 70 Joseph St.
Owner: Parry Sound Mall Inc. Winchester Financial Group c/o Cherif Saleh
Size: 17.01 acres
Zoning: C5 District Commercial
Vacant: No

Property 4

Municipal address: No address assigned, between 38 and 48 Joseph Street
Owner: Hassall Holdings Corporation
Size: 4.79 acres
Zoning: Special Provision Zone, Special Provision allows for a free-standing apartment dwelling with a maximum of 30 units in addition to C3 zoning
Vacant: Yes



2. SITE SELECTION

Property 3 – Parry Sound Mall Location – 70 Joseph Street

After discussion and review it was determined that the Mall Property 3 be removed from consideration, as it was determined not to be a feasible site. Rationale as follows:

Wellness Centre Requirements

The Recreation Centre proposed area is approximately 45,000 sf. This represents approximately 1 acre of building area. Required parking for this type of centre with Pool, Gym, Fitness and MP rooms is estimated at 200 spaces. It is recommended that a minimum recreation centre site area for this program be 5 acres, with a preferred area of 10-12 acres.

Mall Site – 70 Joseph Street

The overall site area is 16.9 acres.

The site at the front of the building is about 3.8 acres and has parking capacity for about 430 cars. It has been stated that 430 spaces is likely more than is needed for the Mall, but a revised target number has not been established. Part of the Mall lot in question provides parking for the adjacent No Frills supermarket, which is not on the property. The buildings on site are about 3.5 acres. The rear of the site is about 9.6 acres. As the rail line setback is 30 metres from the property line, 2.5 acres cannot be built on, so the buildable rear property is 7.1 acres. The cost to the Town to purchase Mall property has not been established.

Option 1: Building in Front

If the existing buildings remain, the buildable area is realistically only in the front of the existing building, in the parking lot. The parking lot site is too small (3.8 acres) to accommodate both a new recreation centre and associated parking, as well as accommodating required parking for the mall. This solution is not recommended.

Option 2: Building within Existing Facilities

It is presumed that the existing structure with many columns and low roof height will preclude adding the long span and high volume Pool, Gymnasium and Fitness spaces that are required. It would be uneconomical as well to retrofit the façade to add required glazing, building envelope insulation, roofing, finishes, and new structure required. Considerable demolition of the existing facilities would be required. This is an uneconomical solution, and is not recommended.

Option 3: Building at the Rear of the Site

Building in the rear is not advisable as there would be no visibility to the new facility from the road, and the ability to showcase the facility would be very poor. Passive security would be very poor as there are no views or direct access to the site. The rear of the Mall with truck loading is an inappropriate backdrop. This solution is not recommended.

Conclusion

In conclusion, CS&P Architects recommends that Mall Site 3 be removed as a viable site option for the new Wellness Centre and Pool Facility. This recommendation was accepted, and therefore three possible sites remain to be reviewed in more detail.

2. SITE SELECTION

Detailed Evaluation of the Three Remaining Sites

The sites are reviewed with the general assumptions that a 45,000 sf building and 200 on site parking spaces would be included. Available information to evaluate each site include owner supplied information including aerial photography, storm sewer, sanitary sewer and water main network information in GIS, and available as-built drawings. High level summary of costs to follow. Refer to the Appendix for more detailed costing assumptions.

Property 1 – Parry Sound YMCA, 36 Smith Crescent

Key Assumptions and Consideration

- Existing Building to be removed
- Install new water service and connect to the existing water main on Parry Sound Drive
- Small private On-site sewage pump station included in estimate
- Install sanitary force main on Parry Sound Dr. and connect to existing sanitary sewer in the intersection of Parry Sound Dr. and Joseph St.
- No upgrades required to the downstream sanitary infrastructure to accommodate additional flows
- Intersection upgrades at entrance to the site
- Focus development on south side of site
- Assumptions have been done to estimate rock bed
- Demolition allowance included in estimate

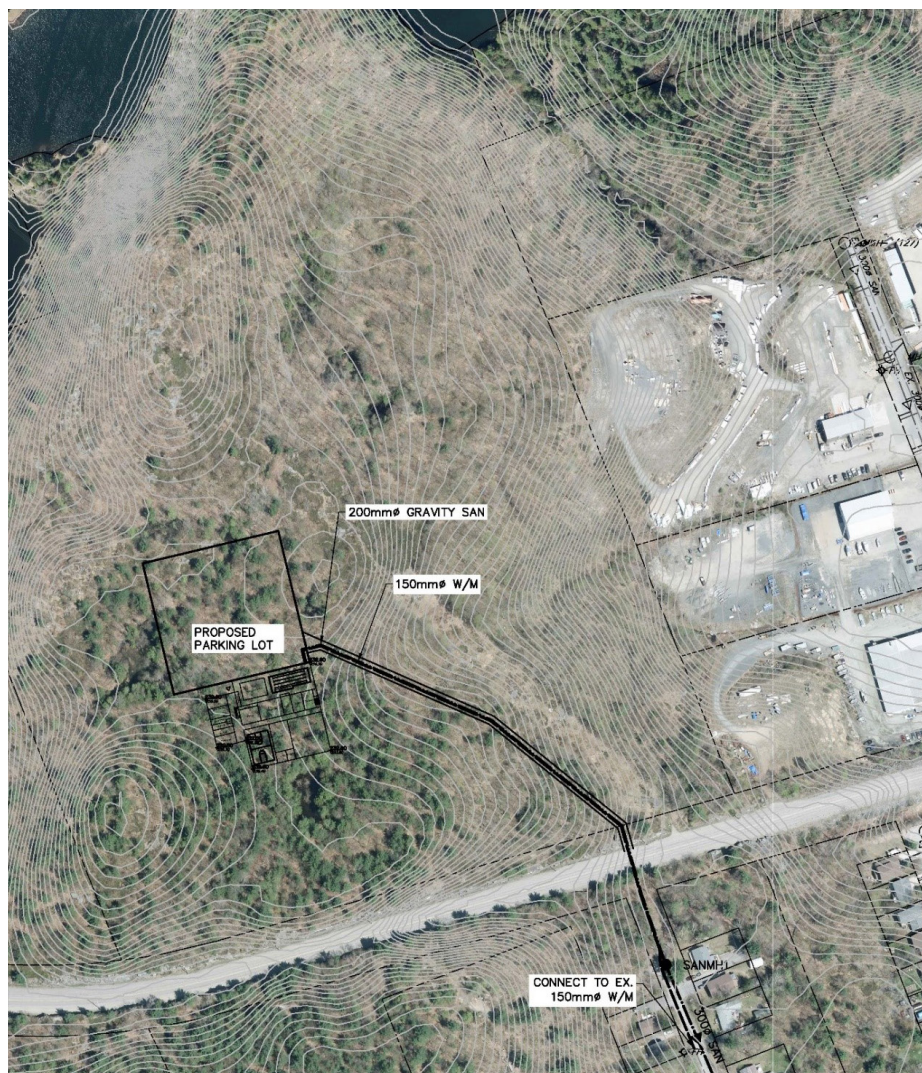


2. SITE SELECTION

Property 2 – Municipally Owned

Key Assumptions and Consideration

- Gravity sanitary sewer and service. No on-site sewage pump station
- Connect to the existing sanitary sewer on Beatty Street
- Install new water service and connect to the existing water main on Beatty Street
- Intersection upgrades at entrance to the site
- Focus development on relatively level area to minimize rock excavation
- Services not as close as other sites
- Higher estimate for additional rock excavation & use of external services

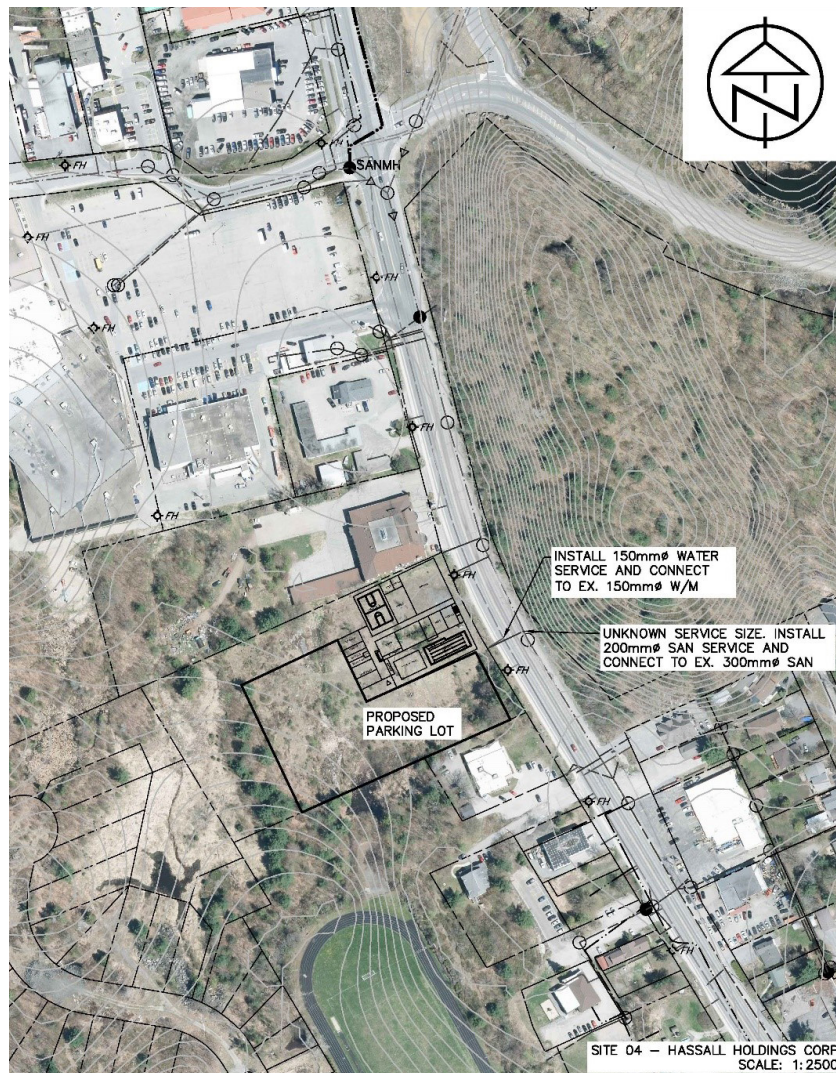


2. SITE SELECTION

Property 4 – 38 and 48 Joseph Street

Key Assumptions and Consideration

- Existing water and sanitary service stubs at property line will need to be removed and replaced with larger services
- No upgrades required to the downstream infrastructure to accommodate additional flows
- Intersection upgrades at entrance to the site
- Development fills the site
- Assumptions have been done to estimate rock bed
- Small site
- Sewer and water accessible at street



2. SITE SELECTION

Civil Cost Comparison

	Property 1	Property 2	Property 4
General	\$255,000	\$225,000	\$225,000
External Servicing	\$585,800	\$571,500	\$49,350
External Road Work	\$801,000	\$499,100	\$485,950
Internal Servicing	\$629,250	\$491,500	\$130,250
Internal Site Work	\$3,303,350	\$5,087,600	\$2,662,750
Provisional Work	\$180,000	\$161,000	\$537,000
Contingencies (25%)	\$1,440,000	\$1,760,000	\$1,025,000
Engineering (10%)	\$720,000	\$880,000	\$512,500
Total	\$7,920,000	\$9,680,000	\$5,637,500
Say	\$8,000,000	\$9,700,000	\$5,700,000

Analysis Matrix

	Criteria	Property 1	Property 2	Property 4
20%	Location and accessibility to the Public and optimum marketing opportunity; access to major transportation routes and traffic considerations, close to schools	On major transportation route north of town.	On major transportation route north of town.	On major transportation route north of town.
		Close to fitness trail on west side of Parry Sound Drive, leading to high school	Presently no sidewalks on highway, unsafe for walking/biking. Note there is a future trail planned on this road.	Closest to downtown, close to fitness trail on west side of Parry Sound Drive, leading to high school
	Score	19%	18%	20%
20%	Site acquisition costs	No Cost- Long Term Lease	Municipally Owned- assume 5 acres or 10% of land to be used - already paid share is approx \$44,0000	Unknown cost- estimated at \$2.4M
	Cost	\$0	\$44,000	\$2,400,000
	Site preparation	\$3,950,000	\$5,500,000	\$2,800,000
	Score	20%	15%	12%
25%	Accessibility and cost to provide utilities to the site (sewer and water services; hydro, natural gas, high speed fibre) – order of magnitude estimates for the purpose of evaluation of the properties	\$4,050,000	\$4,700,000	\$3,900,000
	Weighting	96%	83%	100%
	Score	24%	21%	25%
20%	Size and flexibility of parcel: Ability to have additional related future uses around or adjacent to the site			
	Acres	15.9	53.2	4.8
	Adjustment	add 9 acres (50% can not support building but can be used for parking lot or sports fields) available adjacent. There is development planned across the street.	Assume 80% of the land is developable, however half of that would require very high cost to grade the site for development	no expansion possible
		25.0	42.6	4.8
	Score	19%	20%	5%
15%	Phase 1 Environmental Assessment	N/A	N/A	N/A
		Prop 1 has an ESA, not scored		
100%	Total Score	82%	74%	62%

Recommendation: The Property 1 YMCA site has the highest score and is recommended as the preferred site.

2. SITE SELECTION

Property 1 – YMCA Site

The YMCA had the highest score and is recommended as the preferred site.

The existing YMCA building is a one story building, located on the west side of Smith Crescent and east of Parry Sound Drive. The building was constructed in 1992, and is therefore 26 years old. There was a 680 sf addition in the year 2000 at the north portion of the site. The building presently contains a small gymnasium, a small fitness room, a single preschool childcare room and related outdoor play area. The building has been owned by the YMCA of Simcoe Muskoka since 2007.

Two options were initially reviewed for the site: an addition to existing building or a new building. As part of due diligence and to assist in making the decision, it was decided that a Building Condition Survey would be commissioned.

A Building Condition Assessment Study was awarded to Pinchin to review the state of the existing facility and cost of maintenance required over the next 10 years. Pinchin completed the study, and the report conclusions are that the building will require maintenance costs of approximately \$1,049,501 over the next 10 years. The full study and related details are located in the appendix.

Due to the age of the building and functional inadequacies of the building with respect to accommodating a modern, energy efficient facility, it was ultimately determined that a new building on this site would be more efficient and a better value for money,

It was noted that, prior to demolition, a pre-demolition Designated Substance Survey (DSS) will be required to satisfy occupational health and safety requirements of the workers.

A Phase 1 ESA has been completed on the site as well as a Geotechnical Study, and no significant issues were discovered.

2. SITE SELECTION

Property 1 –YMCA – Site Information on Severance

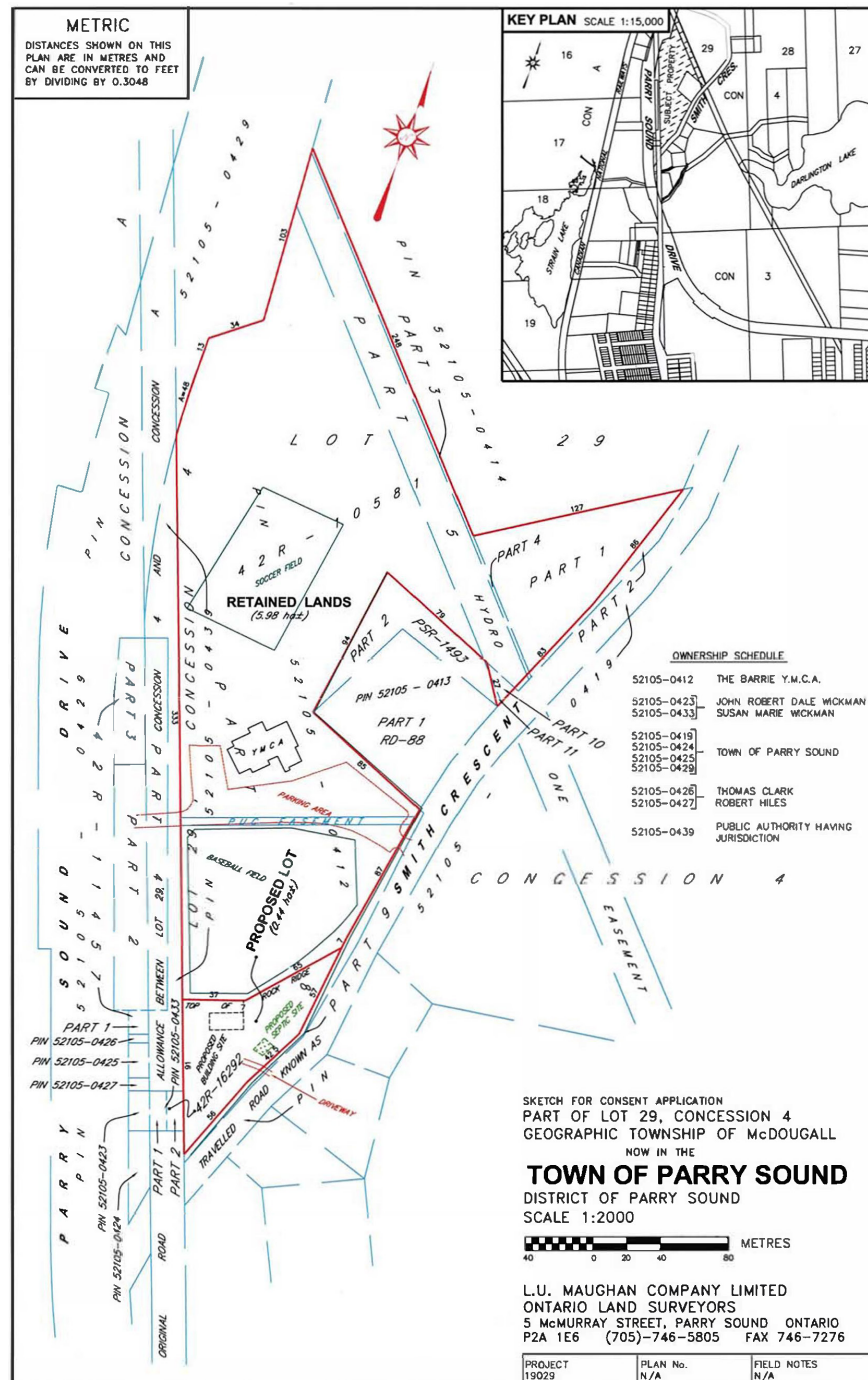
The Town has received a severance application for a portion of the property, south of the baseball diamond. It was determined that this area of severance does not affect the feasibility of this site as being suitable for the new recreation facility.



Severance Application Area

2. SITE SELECTION

Property 1YMCA Severance Area



Overall YMCA Property with Severance at South End

2. SITE SELECTION

Conclusion

The Parry Sound YMCA site is the recommended site for development. The site is already cleared, has room for expansion, is located in a central and accessible area, and site preparation costs are not prohibitive. The YMCA has committed to providing the site on the basis of a long term lease, at zero cost to the facility owner.

An initial meeting with the Wellness Centre and Pool Committee was held on October 28, 2019 to discuss the findings of the site selection process and recommend approval of the YMCA site. Further meetings have been held to evaluate the building program amenities and layout.

Recommended next steps include:

- Prepare an up to date topographical survey and utility locate
- Finalize the building layout
- Finalize the terms of agreement with the YMCA, including facility capital costs, furnishing costs, and ongoing operating costs, as part of an agreed business plan.

Wellness Centre Pool Committee Report & Recommendation
v.4 Includes post meeting corrections

Meeting Date: October 22, 2020

Report Title: West Parry Sound Area Recreation & Culture Centre

Submitted by: Steering Committee

Purpose of Report: To present recommendations to the Wellness Centre & Pool Committee (WCPC) regarding the following topics:

- i. Facility Programming and Amenities (including recommendations from the Citizens Advisory Committee)
- ii. Site Selection
- iii. Cost Sharing Formulae
- iv. Governance
- v. Facility Operations
- vi. Next steps

Recommendations:

1. That the report by CS&P Architects and their site recommendation for the existing YMCA site located at 36 Smith Crescent be approved;
2. That the WCPC recommends that Option ____ in the Architect's presentation be approved for the purposes of designing and constructing the facility;
3. That the Steering Committee recommendation with respect to cost sharing be approved as follows;

Archipelago	11.4 %
Carling	9.2 %
McDougall	16.2 %
McKellar	9.3 %
Parry Sound	25.3 %
Seguin	22.5 %
<u>Whitestone</u>	<u>6.1 %</u>
Total	100.0 %

4. That a Joint Municipal Service Board be established by the seven (7) area Municipalities for the purpose of acting as an agent on behalf of the Municipalities, in the design, construction, maintenance, operation, fundraising and sponsorship of the West Parry Sound Area Recreation and Cultural Centre;
5. That the Joint Municipal Service Board Agreement be approved, substantially in the form hereto attached;
6. That the Chair of the WCPC be authorized to present the WCPC recommendations to each funding partner for their endorsement and to the two First Nation partners, with whatever support the Chairman deems appropriate, including the support of CS&P Architects and Tatham Engineering;

Wellness Centre Pool Committee Report & Recommendation

v.4 Includes post meeting corrections

7. That the Steering Committee be directed to enter into negotiations to secure the approved site;
8. That the Steering Committee be directed to enter into negotiations with the YMCA for the purposes of managing and operating the facility; and
9. That pending approval of, the Investing in Canada Infrastructure Program (ICIP) grant application, the Steering Committee be directed to take the necessary steps to create the Joint Municipal Service Board.

BACKGROUND:

Over the past number of years there have been various community groups that have made attempts to gain support within the seven (7) municipalities comprising West Parry Sound, (the Township of the Archipelago, Carling Township, McDougall Township, McKellar Township, the Town of Parry Sound, Seguin Township and the Municipality of Whitestone), and the First Nation Communities of Wasauksing and Shawanaga, to construct a West Parry Sound Area Recreation and Culture Centre (hereafter referred to as Area Recreation & Culture Centre) in Parry Sound. These previous attempts did not meet with success.

In 2018 a group of residents and community leaders created a Citizens Ad Hoc Committee. The objective of the Ad Hoc committee was to advocate for a wellness centre and pool to serve the West Parry Sound Area. Area municipalities and First Nation communities were encouraged to appoint representatives to the Committee.

Their enthusiasm re-ignited political support and support within the user community for a wellness centre and pool. This Citizen Ad Hoc Committee should be recognized for their work to-date in creating awareness and renewed support for the project.

At the initial meeting on April 24, 2018 the Ad Hoc Committee, including some municipal representatives, passed the following motion:

“Request that Councils direct their staff/CAO to collectively meet and finalize a common package for future deliberation by Councils, including, 1) Preferred governance/operation model; 2) Terms of Reference; and 3) Funding model.

As part of developing the recommendations contained in this report there were numerous meetings of the Steering Committee (area CAOs) with input and recommendations from: CS&P Architects, Tatham Engineering, the YMCA and the Citizens Advisory Committee (CAC). In addition, there have been meetings with and updates provided to the Wellness Centre & Pool Committee.

Early on it was recognized that to move a project of this size forward, it would require additional information and due diligence before municipal Councils would be able to make a significant financial commitment to an Area Recreation & Culture Centre. A process for moving forward was endorsed by all municipal Councils. The objective of the process was to undertake due diligence and be in a position to provide each Council

with information on which they could make an informed decision regarding their commitment to an Area Recreation & Culture Centre to serve West Parry Sound.

The due diligence phase is nearing completion. This report covers the following topics:

1. Facility Programming and Amenities (including recommendations from the Citizens Advisory Committee)
2. Site Selection;
3. Cost Sharing Formulae;
4. Governance – Joint Municipal Service Board;
5. Facility Operations; and
6. Next Steps.

Each of these topics is discussed in more detail below.

1. Facility Programming and Amenities with Citizen Advisory Committee Input

As noted at the beginning of this report, citizens have played an integral part in advocating for a pool and recreation facility to serve West Parry Sound for a number of years. It was important to continue to provide an opportunity for citizens to offer input. As part of the process referred to earlier in the report, the WCPC created a Citizen Advisory Committee (CAC). The Committee was comprised of fifteen (15) individuals from across West Parry Sound including representatives from the First Nation Communities of Wasauksing and Shawanaga.

Committee members were appointed in October 2019. The Committees' Terms of Reference are provided as Attachment 2. Following a series of meetings and public consultation, (see Attachment 3), the Committee recommendations were provided to the Steering Committee and CS&P Architects.

The Architect's challenge was to assess how the recommendations could best be incorporated into the facility and then determine the capital and operating cost implications. The process was assisted by a representative from the YMCA who has experience with operating facilities, and knowledge regarding maximizing the user experience and managing costs.

The starting point for their analysis was the layout and cost information submitted as part of the ICIP grant application. The Architects have now developed two options for the WCPC's consideration. Option A incorporates as many of the recommendations as possible, while maintaining the overall proposed size of the facility as submitted in the grant application. Option B increases the size of the facility, but incorporates more of the CAC's recommendations. The details of each of these options is included in the Architect's presentation which is provided as Attachment 1.

2. Site Selection

A priority for the Area Recreation & Culture Centre project included undertaking appropriate due diligence to be able to make a recommendation to each of the area Councils on moving forward with the project. An integral component of the due diligence was the analysis related to site selection for the facility.

CS&P Architects responded to the RFP and were awarded the due diligence contract in September 2019. CS&P is one of Canada's leading architectural firms, offering a full range of architectural, planning, interior and urban design services to a wide range of clients — recreational, educational, commercial, residential — in both the private and public sectors. Their approach to architecture and urban design is focused on creating social gathering spaces where people feel welcome, secure and free to engage with other.

CS&P is the project lead and are very familiar with working within a municipal environment. They have built many significant recreational projects, including the Gravenhurst Centennial Centre/YMCA, the Bracebridge Multi-use Recreation Centre and the Muskoka Lakes Recreation Centre. They have also undertaken recreational feasibility studies including the City of Mississauga Three Recreational Centre Feasibility Study, Timmins Aquatic Centre, Gellert Community Centre Feasibility Study, and Town of Tecumseh Multi-Use Sports Complex.

They have partnered with Tatham Engineering, a firm they have worked with in the past. The CS&P head office is in Collingwood, with branch offices in Bracebridge, Orillia, Barrie and Ottawa. To fully realize the benefit of past similar projects (Bracebridge Multi Use Recreation Centre, Gravenhurst Recreation Centre), their work on this project was managed and completed out of Tatham's Bracebridge office.

Five site evaluation criteria were identified, each with a weighting assigned to each.

SITE SELECTION

	WEIGHTING	CRITERIA
1	20%	Location and accessibility to the Public and optimum marketing opportunity; access to major transportation routes and traffic considerations
2	20%	Costs: Site acquisition costs Site preparation costs
3	25%	Accessibility and cost to provide utilities to the site (sewer and water services; hydro, natural gas, high speed fibre) – order of magnitude estimates for the purpose of evaluation of the properties
4	20%	Size and flexibility of parcel: Ability to have additional related future uses around or adjacent to the site
5	15%	Phase 1 Environmental Assessment

As CS&P Architects were being engaged, the Provincial/Federal governments announced an ICIP Recreation grant program that could fund up to 73.3% of an approved capital project. To submit the grant application and meet the November 6, 2019 grant application deadline it was important to identify a site for the purposes of the grant application.

Four (4) sites were identified for evaluation: the existing YMCA site; the property on Parry Sound Drive jointly owned by the Town of Parry Sound and Carling Township; a vacant parcel of land on the west side of Joseph St. next to the hotel; and the Mall property. The criteria for site evaluation was set out in the Due Diligence RFP. Of the sites evaluated, the existing YMCA site was recommended and approved by the WCPC on October 28, 2019 as the preferred site for the purposes of the grant application.

Following the submission of the grant application the due diligence work continued on the preferred site, including: geo technical investigations, soil testing and a refinement of the cost estimates.

Many of the YMCA's existing recreation facilities have been constructed on leased land from a municipality, including Midland and Collingwood where they have 100-year land leases with the municipality for \$1 a year. In West Parry Sound the land is owned by the YMCA and the recreation centre would be constructed by the area municipalities under a long-term lease. The CEO of the YMCA of Simcoe/Muskoka has stated that he would see entering a long-term lease for their entire property on Smith Crescent in Parry Sound similar to the leases they have with other municipalities. Based on his discussion with the incoming Chair of the YMCA Board, the YMCA would sell the property for a dollar if, for example grant approval was contingent on the ownership of the property.

As part of today's agenda CS&P Architects and Tatham Engineering will be making a presentation to the Committee and recommending a site. Their final report and presentation are provided as Attachment 1.

3. Cost Sharing Formulae

Various cost sharing alternatives were presented at a preliminary meeting of the Ad hoc Committee on April 24, 2018. The Ad Hoc Committee passed a motion requesting the respective Councils direct their CAOs to bring forward a cost sharing formula to the municipal Councils for approval.

A starting point for the CAO discussions were the principles used in the cost sharing formula presented to the Ad hoc Committee. The formula should be rooted in a rational methodology that is transparent, easily understood and applies equitably to all participants. Each of the seven (7) municipalities participating in the Area Recreation & Culture Centre have their own unique characteristics.

The CAOs factored these differing characteristics in the methodology by utilizing a combination of four (4) variables. The four variables are: population, number of

Wellness Centre Pool Committee Report & Recommendation
v.4 Includes post meeting corrections

households, taxable assessment and driving distance. Individually or in combination, population, households and taxable assessment have been used to allocate the cost of services. Driving distance was added to recognize that, based on a YMCA study, distance to the facility factors into a user's decision to utilize the facility. To reflect the proximity of some Seguin residents to other municipal pools, (Huntsville, Bracebridge and Gravenhurst), the formula was modified to account for this situation. The number of Seguin households used in the calculation was reduced by 50% for all three (3) driving distance categories (i.e. 0-15 km, 15-30 km and greater than 30 km).

It should be noted that the benefits of a recreation and culture centre go beyond an individual's use of the facility. Smaller communities such as those within West Parry Sound face a continual challenge of attracting and retaining employees. When employees consider moving to the area they recognize they will also be moving their families. A recreation facility is an important aspect of a potential employee's decision to relocate their family and important to employer's as part of their attraction and retention strategy.

Developing a cost sharing formula proved to be a challenging effort for the Steering Committee. After numerous meetings and a significant number of iterations, a cost sharing formula was presented and approved by all seven (7) municipal Councils in September 2019 specifically for the purposes of cost sharing the due diligence work.

The Steering Committee recommends that the same cost sharing formulae be used in the partnership agreement for the purposes of allocating net operating and capital costs. The municipal percentages are set out below with further details in Attachment 5.

<u>Cost Allocation</u>			
Municipality	Percentage	Capital Cost	Operating Cost
Archipelago	11.4	\$984,960	\$34,107
Carling	9.2	\$794,880	\$24,471
McDougall	16.2	\$1,399,680	\$48,547
McKellar	9.3	\$803,520	\$27,759
Parry Sound	25.3	\$2,185,920	\$75,757
Seguin	22.5	\$1,944,000	\$67,436
Whitestone	6.1	\$527,040	\$18,316
Total	<u>100.0</u>	<u>\$8,640,000</u>	<u>\$299,392</u>

In the Table above each municipality's approximate share of the capital cost is provided. The amounts are based on the \$32m ICIP grant application and assuming the full grant

of 73.3% is approved, which would require municipalities to fund \$8.6m. In addition, an example of the allocation of an estimated annual operating loss of \$300,000 is provided for reference purposes. More information with respect to cost allocation, capital and operating costs can be found in Attachments 1 and 5.

The grant application is based on seven (7) municipal partners and two (2) First Nation partners. At the point of developing the cost sharing formula, the First Nation partners were unable to commit to funding, therefore the cost sharing formula assumes no financial contribution from the First Nations.

In contemplating that the project may receive Provincial and Federal approval, municipalities may want to consider options for funding their share of the operating and capital costs. For example, given the historically low debenture rates there is a unique opportunity to obtain low-cost long-term financing. With respect to funding annual operating costs, consideration should be given to phasing in the annual impact over the next few years. If funding approval is received in 2020 the facility may not open for three (3) years, therefore the annual impact can be phased in over those three years.

4. Governance – Joint Municipal Service Board

The Steering Committee engaged Scott McEachran from the Bracebridge office of Barriston Law to provide advice and guidance with respect to the governance of the Area Recreation & Culture Centre.

The recommendation is to create a Joint Municipal Service Board with all municipalities and First Nations having representation on the Board. A draft Joint Municipal Service Board Agreement is provided as Attachment 4. The key elements of the draft agreement are as follows:

- a. Each municipal funding member may appoint one member of their council as a voting member;
- b. Members have a weighted vote based on their financial contribution;
- c. Wasauksing and Shawanaga First Nations, who are non-funding members, may each appoint one member of their council as a non-voting participant;
- d. The Board has full authority and the necessary powers to manage the construction, operation, fundraising, sponsorship, repair and improvements to the facility;
- e. The Board has no authority to borrow funds;
- f. A capital reserve fund is required to properly maintain the facility;
- g. Annual municipal payments are based on the cost sharing formulae recommended in this report. The cost sharing will be updated every ten (10) years using updated data;
- h. Amendments to the agreement may be made by a 2/3 vote of the municipalities, except if a municipality wishes to withdraw from the board, in which case all municipalities must give their consent.

More details are provided in the draft Joint Municipal Service Board Agreement, provided as Attachment 4.

5. Facility Operations

The Area Recreation & Culture Centre will be the first major recreation facility serving West Parry Sound. Area municipalities currently do not have the knowledge or expertise to operate a state-of-the-art facility with the programming contemplated. The YMCA currently has a presence in the area and serves the community. In addition to the local presence, the YMCA operates a number of recreation facilities throughout Ontario. They can draw on that collective experience for marketing, programming, issues resolution. The YMCA is very familiar with what has worked and what has not worked in terms of driving memberships, utilization of the facility and managing costs.

It is recommended that an agreement be negotiated with the YMCA for the management and operation of the Area Recreation & Culture Centre.

6. Next Steps

In the event funding approval is received, we need to be in a position to move quickly. An important part of moving forward is obtaining the endorsement of each funding partner for the WCPC recommendations. This includes the size, cost, programming, amenities that are to be included in the facility, the recommended site, the cost sharing formula and the Joint Municipal Service Board Agreement.

The Steering Committee recommends that the Chair of the WCPC be authorized to present the WCPC recommendations to each funding partner for their endorsement and to the two First Nation partners, with the support the Chair deems appropriate, including the assistance of CS&P Architects and Tatham Engineering. This approach will provide consistent messaging and advice from the experts retained to undertake the due diligence.

Attachments

1. CS&P Architects Final Report and Presentation
2. Citizen Advisory Committee – Terms of Reference
3. Citizen Advisory Committee – Public Consultation Notice
4. Draft Joint Municipal Service Board Agreement
5. Cost Sharing Information

ATT#1b

WEST PARRY SOUND CULTURAL AND RECREATION CENTRE
PARRY SOUND, ONTARIO

CS&PArchitects

OCTOBER 07, 2020

SITE SELECTION



PROP 1 – 36 SMITH CR



PROP 2 – PARRY SND DR



PROP 4 – 36-48 JOSEPH ST

SITE SELECTION – CIVIL UPDATED COSTS

	Site 01	Site 02	Site 04
General	\$255,000	\$225,000	\$225,000
External Servicing	\$585,800	\$571,500	\$49,350
External Road Work	\$801,000	\$499,100	\$485,950
Internal Servicing	\$629,250	\$491,500	\$130,250
Internal Site Work	\$3,303,350	\$5,087,600	\$2,662,750
Provisional Work	\$180,000	\$161,000	\$537,000
Contingencies (25%)	\$1,440,000	\$1,760,000	\$1,025,000
Engineering (10%)	\$720,000	\$880,000	\$512,500
Total	\$7,920,000	\$9,680,000	\$5,637,500
Say	\$8,000,000	\$9,700,000	\$5,700,000

SITE SELECTION – ANALYSIS MATRIX

Item	Weighting	Criteria	Property 1	Property 2	Property 3
1	20%	Location and accessibility to the Public and optimum marketing opportunity; access to major transportation routes and traffic considerations, close to schools	On major transportation route north of town.	On major transportation route north of town.	On major transportation route north of town.
			Close to fitness trail on west side of Parry Sound Drive, leading to high school	Presently no sidewalks on highway, unsafe for walking or biking. Note there is a future trail planned on this road.	Closest to downtown, close to fitness trail on west side of Parry Sound Drive, leading to high school
		Score	19%	18%	20%
2	20%	Site acquisition costs	No Cost- Long Term Lease	Municipally Owned- assume 5 acres or 10% of land to be used already paid share is approx \$44,0000	Unknown cost- estimated at \$2.4M
		Cost	\$0	\$44,000	\$2,400,000
		Site preparation	\$3,950,000	\$5,500,800	\$2,800,000
		Score	20%	15%	12%
3	25%	Accessibility and cost to provide utilities to the site (sewer and water services; hydro, natural gas, high speed fibre) – order of magnitude estimates for the purpose of evaluation of the properties	\$4,050,000	\$4,700,000	\$3,900,000
		Weighting	96%	83%	100%
		Score	24%	21%	25%
4	20%	Size and flexibility of parcel: Ability to have additional related future uses around or adjacent to the site			
		Acres	15.9	53.2	4.8
		Adjustment	add 9 acres available adjacent. There is development planned across the street.	Assume 80% of the land is developable, however half of that would require very high cost to grade the site for development	no expansion possible
			25.0	42.6	4.8
		Score	19%	20%	5%
5	15%	Phase 1 Environmental Assessment	N/A	N/A	N/A
			Prop 1 presently has an ESA, not scored		
Total	100%	Total Score	82%	74%	62%

SITE SELECTION – COMMENTARY

- More open
- Good visibility to facility from street
- Flat site
- Development planned across street
- Fitness trail leading to high school in place



PROP 1 – 36 SMITH CR

- Steep grades
- Compromised viewing to site from street
- Heavily sloping site, blasting required



PROP 2 – PARRY SND DR

ORIGINAL PLAN LAYOUT- NOVEMBER 2019

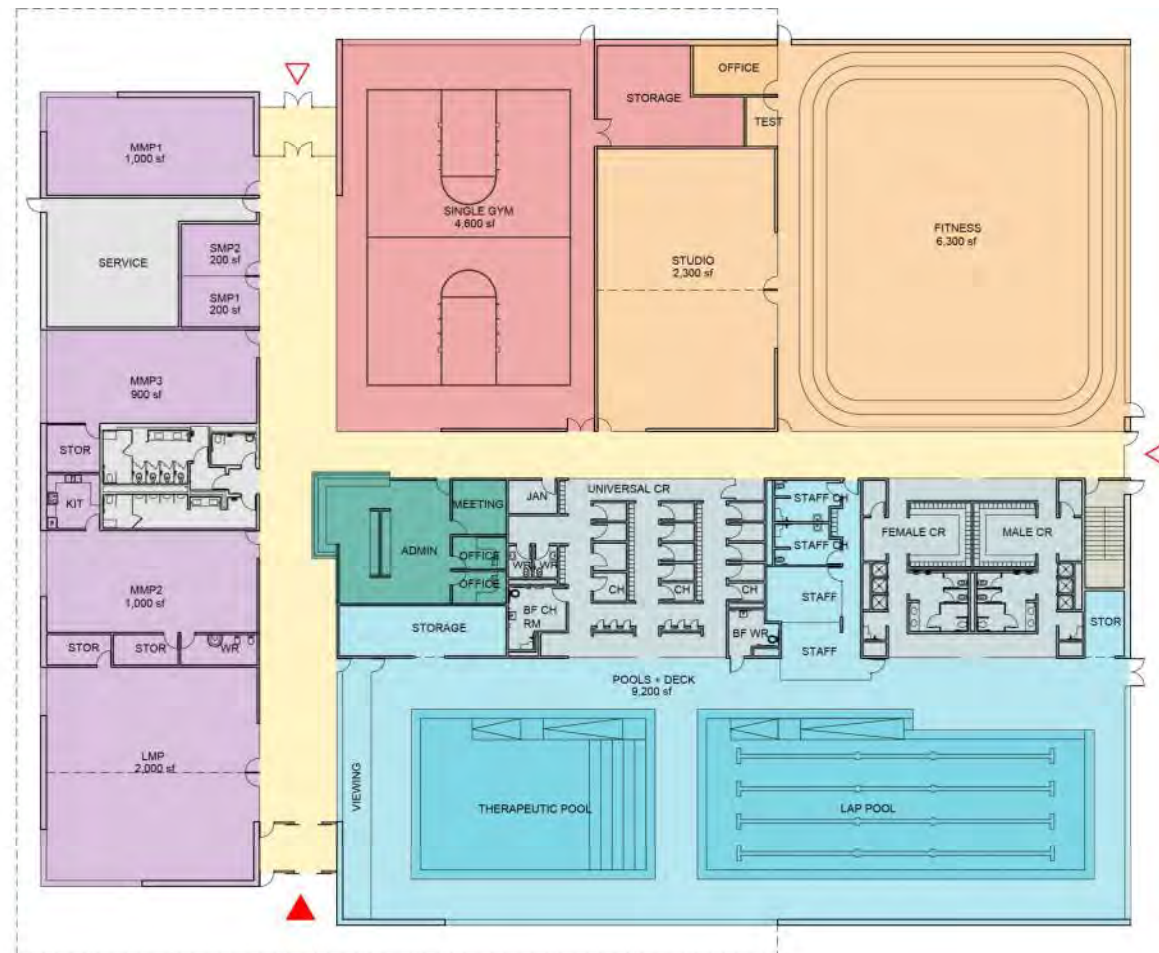
ORIGINAL LAYOUT - 2019

Ground Floor: 44,700 sf

Lower Service Level: 3,800 sf

Total Floor Area: 48,500 sf

- AQUATICS
- GYM
- FITNESS
- CHANGE ROOMS
- MULTI-PURPOSE SPACE
- ADMINISTRATION



CAC PLAN RECOMMENDATIONS - AUGUST 2020

In summary, following are the most recent CAC recommendations:

1. Six Lane/25 M pool - for swim meets
2. Larger Leisure/Therapeutic Pool with defined play area/amenities and relaxation area
3. Sauna - off Pool Deck
4. Gymnasium - Regulation size for Competitions, 4 pickleball courts
5. Walking Track
6. Common Area with Vending Machines
7. Viewing Areas (Pool & Gymnasium)- second level for swim meets and gymnasiums competitions
8. Fitness and Studio- 6,300 sf Fitness and 2,300 Studio. No change proposed
9. MP Rooms – No change proposed: 2 Small MP, 3 Medium MP, 1 Large divisible MP Room
10. Other Mentions for Future Considerations:
 - Outdoor water park features (splash pad)
 - Outdoor tennis courts
 - Superior energy efficiency
 - Charging stations for electric vehicles
 - Recognition of indigenous culture and local history

OPTION A

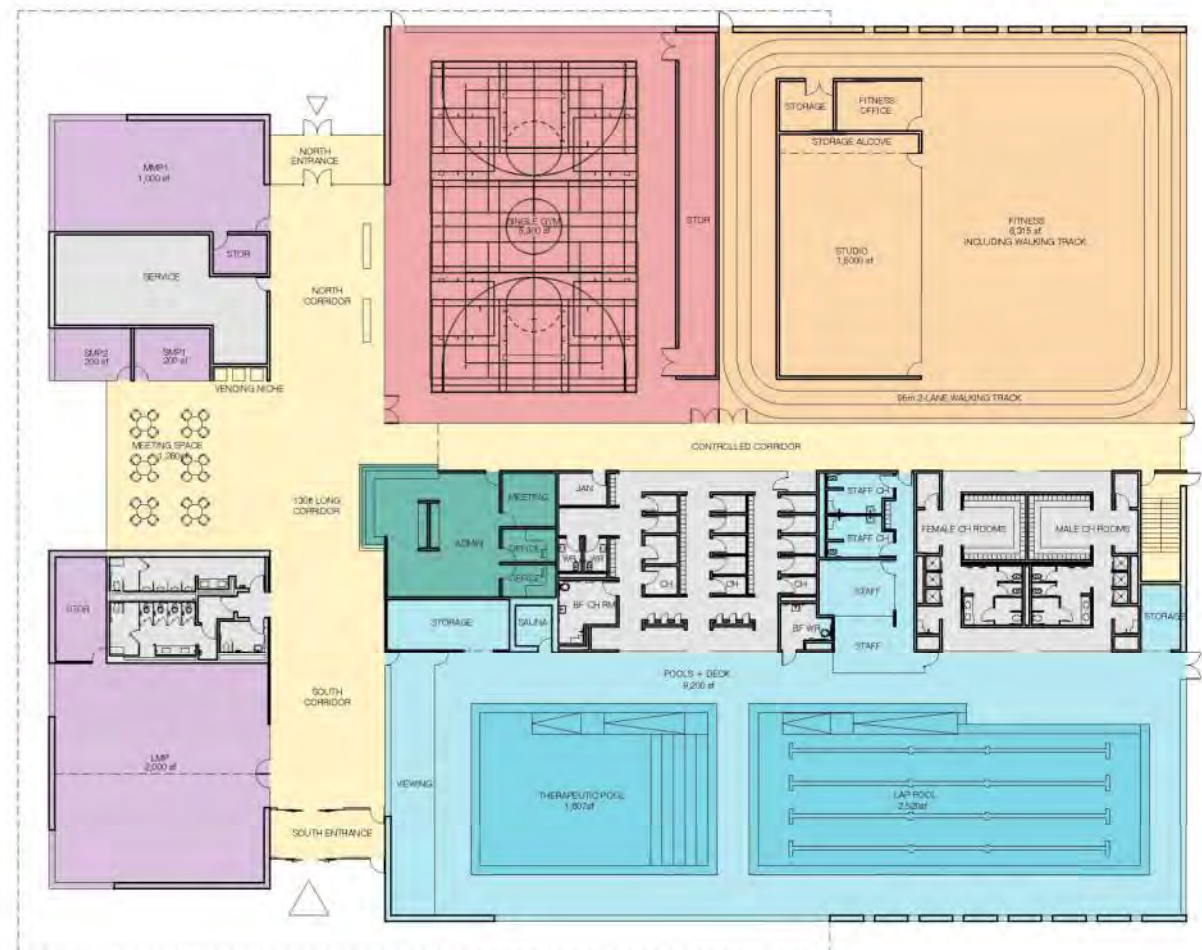
GROUND FLOOR

OPTION SUMMARY:
OPTION A = 48,310sf
OPTION B = 59,015sf

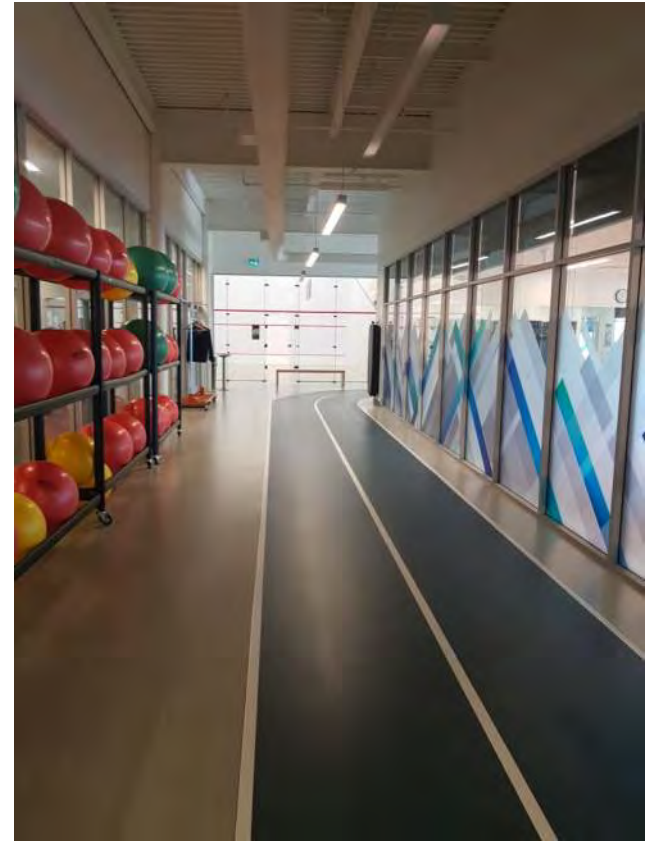
-  AQUATICS
-  GYM
-  FITNESS
-  CHANGE ROOMS/SERVICE
-  MULTI-PURPOSE SPACE
-  ADMINISTRATION

- 4 LANE POOL
- THERAPY/LEISURE POOL
- SAUNA ON DECK
- MEETING SPACE/VENDING
- 5000sf FITNESS + 1,500sf STUDIO
- 95m 2 LANE WALKING TRACK

OPTION A
GROUND FLOOR PLAN = 44,510 sf
BASEMENT FLOOR PLAN = 3,800 sf
TOTAL = 48,310 sf



OPTION A
GROUND FLOOR FITNESS TRACK EXAMPLE



CAC RECOMMENDATIONS - AUGUST 2020

OPTION A INCLUDES:

1. Four Lane/25 M pool – local for swim meet only
2. Leisure/Therapeutic Pool with defined play area/amenities and relaxation area
3. Sauna - off Pool Deck
4. Gymnasium – small size, 3 pickleball courts. *(It was determined that a regulation gymnasium large size not necessary due to planned new high school gymnasium)*
5. Walking Track – 2 lane 100m, within Fitness Area
6. Common Area with Vending Machines
7. Viewing Areas (Pool & Gymnasium)- local viewing at ground floor lobby available. *(It was determined that as a larger Gym is not provided, upper level competition Gymnasium Viewing is not required)*
8. Fitness – 5000 sf Fitness Area, plus 1500 sf Studio
9. MP Rooms- 2 Small MP, 1 Medium MP, 1 Large divisible MP Room

OPTION B GROUND FLOOR

OPTION SUMMARY:
OPTION A = 48,310sf
OPTION B = 59,015sf

- AQUATICS
- GYM
- FITNESS
- CHANGE ROOMS/SERVICE
- MULTI-PURPOSE SPACE
- ADMINISTRATION

GROUND FLOOR:

- 6 LANE POOL
- LARGER DIVIDED THERAPY/LEISURE POOL
- SAUNA ON DECK
- MEETING SPACE/VENDING
- 5000sf FITNESS + 1,500sf STUDIO OFF CORRIDOR

SECOND FLOOR:

- 2 - 600sf MP ROOMS
- 90m 2 LANE WALKING TRACK AROUND GYM
- POOL VIEWING AREA

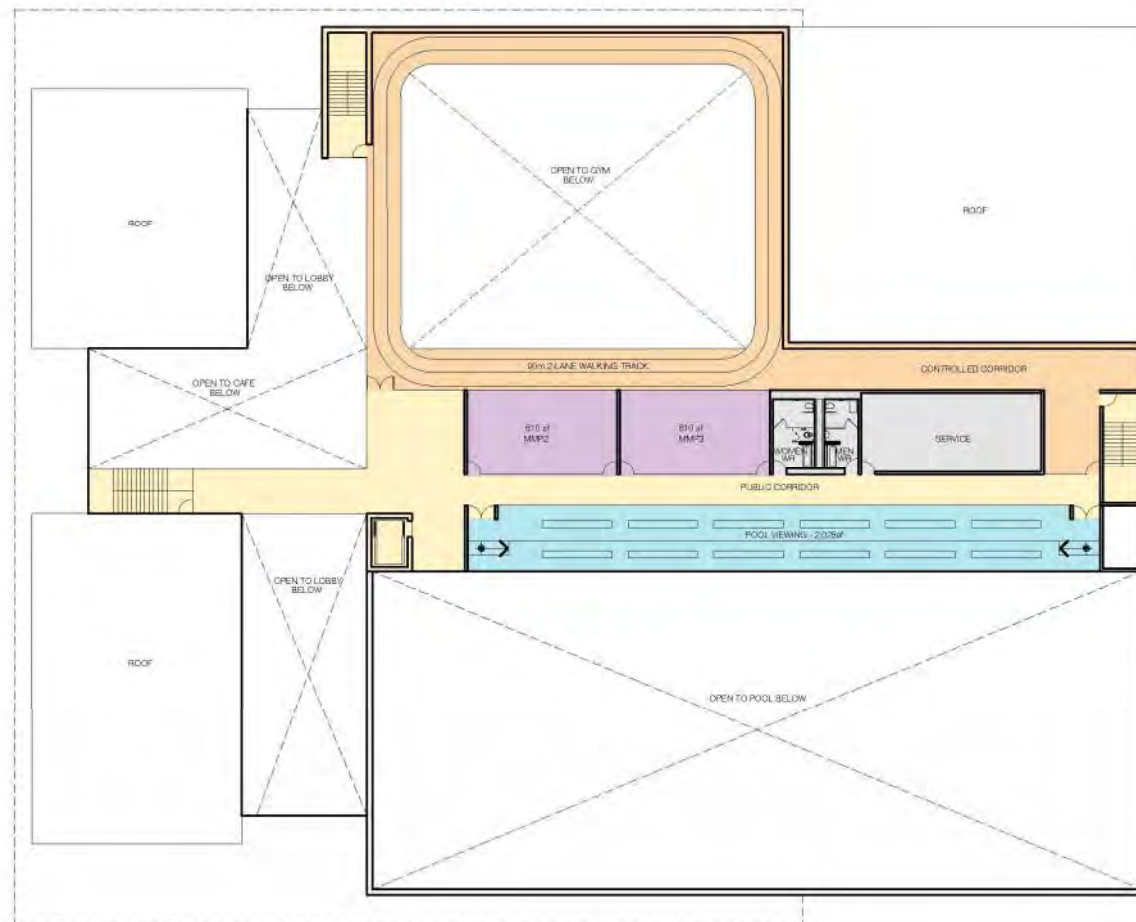
OPTION B

2ND FLOOR PLAN = 10,665 sf
GROUND FLOOR PLAN = 44,550 sf
BASEMENT FLOOR PLAN = 3,800 sf
TOTAL = 59,015 sf



OPTION B SECOND FLOOR

- AQUATICS
- GYM
- FITNESS
- CHANGE ROOMS/SERVICE
- MULTI-PURPOSE SPACE
- ADMINISTRATION



CAC RECOMMENDATIONS - AUGUST 2020

OPTION B INCLUDES:

1. Six Lane/25 M pool – for swim meets
2. Larger Leisure/Therapeutic Pool with defined play area/amenities and relaxation area
3. Sauna - off Pool Deck
4. Gymnasium – small size, 3 pickleball courts. *(It was determined that a regulation gymnasium large size not necessary due to planned new high school gymnasium)*
5. Walking Track – 90 m -2 lanes, above Gym
6. Common Area with Vending Machines
7. Viewing Areas (Pool)- Second Floor with competition Pool Viewing provided *(It was determined that as a larger Gym is not provided, competition Gymnasium Viewing is not required)*
8. Fitness – 5000 sf Fitness Area, plus 1500 sf Studio located within MP room block
9. MP Rooms- 2 Small MP, 1 Large divisible MP Room, Fitness Studio as a flexible mid size room also available.

Capital Costs - Option A and B - Revised Oct 22, 2020

WEST PARRY SOUND CULTURAL AND RECREATION CENTRE	Option A	48,310 sq. ft.		Option B	59,015 sq. ft.	
Parry Sound, Ontario						
Project Summary		Estimate Summary	\$/SF		Estimate Summary	\$/SF
Trade summary (includes building and sitework)		\$18,042,603.00	\$375.97		\$23,738,784	\$402.25
Low Energy Construction		\$1,400,000.00			\$1,400,000.00	
		\$19,442,603.00			\$25,138,784	
Contractor General Conditions & fee	10.00%	\$1,944,260.00	\$40.51		\$2,513,878.38	
Winter Heat & Protection	0.75%	\$145,820.00	\$3.04		\$188,540.88	
Inspection & Testing	0.40%	\$77,770.00	\$1.62		\$100,555.14	
Cogeco/Bell/Gas to building		\$65,000.00	\$1.35		\$65,000.00	
Total Construction Costs		\$21,675,453.00	\$451.67		\$28,006,758	
Total Soft Costs		\$2,352,572.00			\$3,024,730	
FF&E / PERMITS		\$400,930.00			\$400,930	
HST Non Recoverable		\$441,394.00			\$565,784	
Contingency Allowance	25.00%	\$6,380,153.00			\$7,999,550.00	
Budget Total		\$31,250,502.00	\$564.58		\$39,997,751	\$677.76

Option A - \$31,250,502

Option B - \$39,997,751

OPERATIONAL COSTS- OPTION A and B

YMCA of Simcoe/Muskoka						
Health Fitness and Aquatics-Parry Sound						
	Option A			Option B		
Sources of Funding	2018 Pro Forma	Budget 48,000 Sq. Foot Building (2020)	Variance	2018 Pro Forma	Budget 59,000 Sq. Foot Building (2020)	Variance
Health Fitness and Aquatics	\$1,137,570	\$1,100,000	-\$37,570	\$1,137,570	\$1,100,000	-\$37,570
Municipal Grant						
Philanthropy & Brand Manage.	\$100,000	\$20,000	-\$80,000	\$100,000	\$20,000	-\$80,000
Daycamp	\$75,000	\$60,000	-\$15,000	\$75,000	\$60,000	-\$15,000
Total Sources of Funding	\$1,312,570	\$1,180,000	-\$132,570	\$1,312,570	\$1,180,000	-\$132,570
Deductions						
Financial Assistance	\$100,000	\$60,000	-\$40,000	\$100,000	\$60,000	-\$40,000
Total Deductions	\$100,000	\$60,000	-\$40,000	\$100,000	\$60,000	-\$40,000
Net Revenue	\$1,212,570	\$1,120,000	-\$92,570	\$1,212,570	\$1,120,000	-\$92,570
Expenses-Direct Cost						
Salaries and Benefits	\$652,628	\$783,000	\$130,372	\$652,628	\$783,000	\$130,372
Staff Development and Travel	\$19,800	\$19,000	-\$800	\$19,800	\$19,000	-\$800
Supplies	\$12,000	\$22,000	\$10,000	\$12,000	\$22,000	\$10,000
Total Direct Costs	\$684,428	\$824,000	\$139,572	\$684,428	\$824,000	\$139,572
Gross Contribution	\$528,142	\$296,000	-\$232,142	\$528,142	\$296,000	-\$232,142
Facilities Expense						
Utilities	\$290,400	\$304,000	\$13,600	\$290,400	\$422,000	\$131,600
Repairs & Maintenance	\$134,600	\$152,800	\$18,200	\$134,600	\$164,800	\$30,200
Total Facilities Expense	\$425,000	\$456,800	\$31,800	\$425,000	\$586,800	\$161,800
Other Expenses						
Bad Debts Expense						
Other Expenses	\$292,000	\$0	-\$292,000	\$292,000	\$0	-\$292,000
Contribution from Operations	-\$188,858	-\$160,800	\$28,058	-\$188,858	-\$290,800	-\$101,942
General & Admin Expense						
10% Admin, 2% Capital	\$98,000	\$134,400	\$36,400	\$98,000	\$134,400	\$36,400
Total General & Admin Expense	\$98,000	\$134,400	\$36,400	\$98,000	\$134,400	\$36,400
Net Cash Contribution	-\$286,858	-\$295,200	-\$8,342	-\$286,858	-\$425,200	-\$138,342

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ANNUAL OPERATIONAL COST SUMMARY

OPTION A - \$295,200

OPTION B - \$425,200

Wellness Centre & Pool
Citizens Advisory Committee
Terms of Reference

1. Purpose

1.1 To serve in an advisory capacity to the Wellness Centre & Pool Committee (WCPC) on matters pertaining to the development and programming activities of an area Wellness Centre and Pool.

2. Objectives

2.1 To solicit public input on matters related to the wellness centre and pool.

2.2 To act as a resource and provide suggestions, options, advice, and support to the WCPC and the project consultants through the steering committee.

2.3 To provide advice and options intended to support, enhance, and grow the facilities, programs, amenities and services.

2.4 To provide advice intended to eliminate barriers to people of all ages and abilities from accessing and enjoying the centre.

2.5 To consider the following factors when making recommendations:

- (a) The impact on all potential users;
- (b) The requirements for health, and wellbeing of our community;
- (c) The availability of resources;
- (d) The economic and social benefits to the community as a whole.

2.6 To report to the Steering Committee the work of the committee, the information collected will need to be on a timely basis and coordinated with the consultant's time-line.

3. Membership

3.1 The Advisory Committee shall consist of a maximum of fifteen (15) members; preferably each member will bring a specific skill set and perspective from the community, e.g.: someone from YMCA, First Nations, health care, public relations, engineering, business owner, volunteers, seniors, parents and youth etc.

3.2 The Advisory Committee will be appointed by the WCPC.

3.3 The Advisory Committee will elect a Chair, Vice-Chair and Recording Secretary from its members.

3.4 Any resignation from the Advisory Committee shall be tendered in writing to the Chair who will advise the Steering Committee.

3.5 WCPC shall approve a replacement member.

3.6 Members will be appointed for a period to coincide with the pre-construction timeline. In the event the number of required member position(s) cannot be filled in each target group, WCPC may consider applicants from other target groups to fill these positions.

4. Reporting

4.1 The Advisory Committee will report to the Steering Committee

4.2 The Advisory Committee shall circulate draft and approved minutes to the Steering Committee.

5. Meetings

5.1 Quorum shall consist of a simple majority of the members holding a seat at the time of the meeting.

5.2 The Committee will establish a regular committee meeting schedule. A meeting agenda will be prepared and distributed at least one week prior to the meeting. Minutes will be recorded for continuity and follow up.

5.3 In order to maintain a high level of commitment, a member may be considered withdrawn from the Committee if they are absent for three (3) consecutive meetings without cause.

6. Member Responsibilities

6.1 Each Committee member will serve as an independent community volunteer without compensation and will not represent the concerns of any particular community organization.

6.2 Committee members shall work together as a team for the purpose of achieving positive outcomes that will benefit the Centre and community.

6.3 Committee members will be selected based upon their relevant experience and knowledge and are expected to actively participate in committee meetings.

6.4 Committee members shall declare any situation that is or has the potential to be a conflict of interest.



A Partnership with 7 Municipalities and 2 Indigenous Communities West Parry Sound Area Recreation and Culture Centre



June 24, 2020

FOR IMMEDIATE RELEASE

The Citizens Advisory Committee is Requesting Residents Input

As a result of the Covid-19 pandemic and the Province of Ontario restrictions on social distancing our planned Public Meetings in April had to be cancelled.

In order to ensure residents input, the Citizens Advisory Committee has developed an Online Presentation with a short Survey.

Your input is very much appreciated and will be vital to our final recommendations.

The Survey will be open from:

Wednesday July 1st to Tuesday July 14th, 2020

The presentation and survey can be found at all partner websites:

Seguin, McDougall, Shawanaga, Wasauksing, Parry Sound, McKellar, Archipelago, Whitestone, and Carling

If you do not have Internet capability, paper copies of the Survey are available at:

- The 7 Municipal offices and 2 First Nation administration offices:
- Call your local Municipal or First Nation administration office for details.

– Ends –

For further media information contact Tom Lundy, Chair

Cell: 416-550-3434 • Home: 705-366-5617 • Email: tomlundy@sympatico.ca

**West Parry Sound Recreation and Cultural Centre
Joint Municipal Service Board Agreement**

BETWEEN:

The Corporation of the Township of the Archipelago

and

The Corporation of the Township of Carling

and

The Corporation of the Municipality of McDougall

and

Corporation of the Township of McKellar

and

The Corporation of the Town of Parry Sound

and

The Corporation of the Township of Seguin

and

The Corporation of The Municipality of Whitestone

(collectively referred to herein as “Municipalities”)

WHEREAS sections 196 of the Municipal Act, 2001, (“Act”) grants the power to establish a municipal service board;

AND WHEREAS section 197 of the Act states that a municipal service board is a body corporate unless the municipality provides otherwise, and further that a municipal service board is an agent of the municipality, and further that a municipal service board is a local board of the municipality for all purposes;

AND WHEREAS section 198 of the Act provides that a municipality may give a municipal service board the control and management of such services and activities of the municipality as the municipality considers appropriate and shall do so by delegating the powers and duties of the municipality to the board in accordance with this Act;

AND WHEREAS section 202 of the Act provides that two or more municipalities may enter into agreements to establish a joint municipal service board and to provide for those matters which, in the opinion of the participating municipalities, are necessary or desirable to facilitate the establishment and operation of the joint municipal service board, and further that the provisions of the Act that apply to municipal service boards also apply with necessary modifications to joint municipal service boards;

AND WHEREAS a partnership of the seven (7) municipalities of West Parry Sound and the Shawanaga First Nation and the Wasauksing First Nation communities submitted a joint application under Investing in Canada Infrastructure Program (ICIP) for a West Parry Sound Area Recreation and Culture Centre;

AND WHEREAS the Municipalities have committed financial resources towards the establishment and operation of the West Parry Sound Area Recreation and Culture Centre and are granted voting member status as described herein;

AND WHEREAS the Shawanaga First Nation and Wasauksing First Nation are not financial partners towards the establishment and operation of the West Parry Sound Area Recreation and Culture Centre and are granted on-voting participant status as described herein;

AND WHEREAS the Municipalities now wish to enter into an agreement for the purposes described above;

NOW THEREFORE, IN CONSIDERATION of the terms and conditions herein:

Joint Municipal Services Board

1. A joint municipal services board ("Board") is hereby established by the Municipalities, for the purpose of acting as an agent on behalf of the Municipalities, in the constructing, maintaining, and operating the West Parry Sound Recreation and Cultural Center ("Centre") and confirm that the Board is a body corporate and a local board of the Municipalities.

- (a) The council of each Municipality may appoint one member of council as a voting Member (collectively "Members") to the Board.
- (b) The council of each Municipality may appoint an alternative council member, who in the absence of the Member, is entitled to attend meetings of the Board and vote.
- (c) Members on the Board will have no fixed term of appointment, and will serve at the pleasure of their respective municipal council, but appointments shall not exceed the term of Municipal Council.

- (d) Members will not receive any remuneration, other than for expenses. This does not prevent a member who is also a member of a municipal council or other board from receiving remuneration as a councillor or board member.
- (e) Members have weighted votes. The Board will make decisions by a weighted majority vote, unless specified otherwise in this Agreement. In calculating whether a vote has been carried, only the votes of those present and voting shall be considered according to the following:
 - i. The vote of the Members of the Town of Parry Sound and the Township of Seguin each has a weight of three (3);
 - ii. The vote of the Municipality of McDougall has a weight of two (2);
 - iii. The vote of all other Members has a weight of one (1)
- (f) The councils of the Shawanaga First Nation and the Wasauksing First Nation may each appoint one member of their council to the Board as a non-voting participant.
- (g) The Chair and Vice-Chair of the Board shall be elected for 2 years from amongst the Members. Voting for the positions of Chair and Vice-Chair of the Board will take place at the final meeting of the applicable calendar year with the Chair and Vice-Chair taking office effective January 1 of the following applicable year.
- (h) In the absence of the Chair, the Vice-Chair shall act as the Chair of the Board.
- (i) Regular meetings of the Board will be held at a time and place as determined by the Board. Special meetings may be held, as requested by a majority of the Members, or at the call of the Chair. A minimum of five (5) working days notice shall be provided, unless the meeting has been called on an emergency basis.
- (j) A quorum of the Board is a simple majority of Members.
- (k) Members to the Board shall act in the best interest of the Centre as a whole.
- (l) The Board shall pass a procedure by-law for governing the calling, place and proceedings of meetings as required by section 238 of the Act and all meetings shall be open to the public, or as otherwise provided for in section 239 of the Act.

Delegated Authority

2. The Board has full authority and necessary powers, to manage the construction, operation, repairs, fundraising, sponsorship and improvement of the Centre including:
- (a) initiating the design and construction of the Centre
 - (b) obtaining approvals;
 - (c) issuing requests for proposals and contracting for services;

- (d) entering into agreements with individuals, corporations and other levels of government;
 - (e) operating bank accounts and other transactions;
 - (f) approving the annual Operating and Capital Budget;
 - (g) setting public user fees; and
 - (h) executing conveyances of any surplus property.
3. Agreements and conveyances entered into by the Board shall be executed by the Chair and one (1) other Member, or as otherwise directed by the Board. The proceeds of the disposition of any surplus property will be used for the Centre, unless otherwise determined by the Board.

Effective Date

4. The Municipalities and First Nations may appoint Members to the Board prior to the execution of this Agreement, and the Board may make administrative arrangements so that it is able to commence functioning on the effective date of this Agreement.

Insurance Coverage

5. The Board shall maintain sufficient insurance coverage at all times throughout the construction and operation periods of the Centre.

Administering Body

6. The Board may appoint one or more Municipalities, individuals or other agencies, as the Administering Body that, subject to any operating agreement between the Board and an Operating Agent, will be responsible for any or all of the administrative functions for the operation of the Centre on behalf of the Board. The Administering Body may execute agreements on behalf of the Board that are within its authority under this section. Operating Agent means anyone with whom the Board enters into an operating agreement, from time to time. The administrative functions that may be delegated include:
- a. keeping books, records and accounts;
 - b. liaison with the Operating Agent;
 - c. negotiating agreements with the Operating Agent, individuals, or other persons, subject to the approval of the Board;
 - d. preparing capital and operating budgets;
 - e. preparing user fees;
 - f. billing and receiving payments from Municipalities;
 - g. making payments to the Operating Agent, other individuals, or persons;
 - h. making payments on any debt and other financing payments;
 - i. raising capital financing;

- j. preparing and keeping minutes of Board meetings, circulating in a timely manner the minutes to the Members, and making the minutes available to the public;
 - k. holding reserve funds;
 - l. operating bank accounts;
 - m. making day-to-day operation and maintenance decisions and implementing or providing for the implementation of those decisions, where they are not being implemented by the Operating Agent, up to a maximum value of \$5,000, or any other value as determined by the Board from time to time; and,
 - n. such other functions that are determined by the Board.
7. The Board or the Administering Body may charge interest at prime (as charged by the bank used by the Board or Administering Body) plus 2.5% on outstanding amounts past due if amounts due to them are not paid when due.
8. The records of the Board and the Administering Body with respect to the Centre shall be audited on a regular basis. Municipalities and their auditors will have access to administrative and financial records related to the Centre upon request.

Annual Budgets & Capital Reserve Fund

9. Each year the Board shall prepare an Operating Budget, a Capital Budget, and public user fees on or before November 15th of the year preceding the year for which the Budget or user fees are prepared.
10. Operating Budgets shall include both direct and indirect costs normally associated with operating and maintaining the Centre, including routine and minor replacement parts, and the costs incurred in administering the Centre. Operating costs will exclude those items agreed by the Board to be capital.
11. The Capital Budget shall project capital replacement and rehabilitation expenditures for the upcoming ten (10) year period which shall be determined by an asset management plan prepared within two (2) years of this Agreement coming into effect to address future capital requirements for the Centre over a ten (10) year period. The asset management plan should be updated from time to time as determined necessary by the Board or as legislated.
12. The Board shall have no authority to borrow funds, save and except in the event that an urgent replacement or rehabilitation expenditure has to be made during the course of the year that is not provided for in the Capital Budget. In this event, the Board may arrange for one or more Municipalities to finance the expenditure (and not from any other source) and shall provide in the Board's future budgets for the repayment of such financing in one or more subsequent years, to the extent that it is not provided for in the Capital Reserve Fund.

13. A Capital Reserve Fund shall be held by the Board for the purpose of ensuring that sufficient funds are deposited annually and held to properly maintain the Centre according to the asset management plan.

Annual Municipal Payments

14. The Municipalities shall share the burden of the annual contributions to the operating budget and the capital budget (including contributions to the capital reserve as determined by the asset management plan) according to the following percentages:

i. Archipelago	11.4
ii. Carling	9.2
iii. McDougall	16.2
iv. McKellar	9.3
v. Parry Sound	25.3
vi. Seguin	22.5
vii. Whitestone	6.1
viii. Total	100.0

15. These percentages were calculated using the formula in Schedule "A". These percentages shall be recalculated at least every 10 years using updated data and the percentage of annual contributions shall be adjusted among the Municipalities accordingly.

16. The Board will deliver to each Municipality a statement twice yearly based on the approved budgets. The Municipalities shall make payments to the Board in accordance with the statement.

Dispute Mechanism

17. The Board has authority to review and settle all disputes put forward by any one or more of the Municipalities.

Amendments to this Agreement

18. Any term in this Agreement may be changed upon a two-thirds vote of the Municipalities, save and except where another municipality wishes to join the Board and enter into this Agreement, or where a municipality wishes to withdraw from the Board and this Agreement, in which case all Municipalities to this Agreement must give their consent.

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100

**Ministère des Affaires
Municipales et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100

November 16, 2020

MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks

**SUBJECT: Enforcement of Orders under the *Reopening Ontario
Act, 2020***

As you are aware, municipal by-law officers are designated to enforce provincial orders under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA). I want to thank you for your sustained efforts in limiting the spread of infection and managing the impact of the pandemic on your communities.

Given the recent rise in COVID-19 cases in the province, I am attaching information the Ministry of the Solicitor General has shared with Chiefs of Police regarding additional amendments to orders made under the ROA, including O. Reg. 263/20 Rules for Areas in Stage 2 ("Stage 2 Order"), O. Reg. 364/20 Rules for Areas in Stage 3 ("Stage 3 Order"), and O. Reg. 363/20 - Stages of Reopening ("Stages of Reopening Order"). These will be of help to support any municipal enforcement activities.

Ontario's municipalities have shown great leadership locally. To further support efforts to ensure compliance with public health restrictions and coordinated local enforcement of orders, the Ministry of the Solicitor General and the Ministry of Labour, Training and Skills Development are working together with ministry enforcement partners and local public health units to encourage a proactive approach to awareness, compliance and enforcement and collaboration across all enforcement personnel, including police, public health officers, municipal by-law officers and other provincial offences officers.

A multi-ministry enforcement team, led by the Ministry of Labour, Training and Skills Development, has been developed to support this initiative and their activities will be coordinated with local by-law enforcement personnel, police services and other enforcement partners. Many of Ontario's municipalities have shown leadership and actively engaged in enforcement and compliance, including of any local by-laws you may have enacted. To ensure we are achieving greater successes given the local need, you may wish to coordinate enforcement activities with provincial enforcement officers and public health officers to achieve greater impact. To identify the lead contact for any

potential planned compliance activity in your community, you can e-mail Natasha Bartlett at natasha.bartlett@ontario.ca.

I would also encourage you to support the Ministry of the Solicitor General's efforts to collect enforcement data on a weekly basis to help monitor and measure the impact of accelerated enforcement and compliance activities province-wide, and in areas reporting higher rates of community transmission. You can find out more on how you may contribute to the Ministry of Solicitor General's weekly data collection efforts by contacting Jeanette Gorzkowski or Agata Falkowski at Jeanette.Gorzkowski@ontario.ca or Agata.Falkowski@ontario.ca respectively.

Thank you, once again, for your continued efforts to help keep our communities safe and healthy.

Sincerely,

Kate Manson-Smith
Deputy Minister, Municipal Affairs and Housing

Enclosure:

- Correspondence from the Ministry of the Solicitor General to all Chiefs of Police- English version. If a French version is desired, please contact Richard.Stubbings@ontario.ca.

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Richard Stubbings
Assistant Deputy Minister
Public Safety Division

SUBJECT: Further Changes under the *Reopening Ontario Act, 2020*

DATE OF ISSUE:	November 15, 2020
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	20-0162
PRIORITY:	High

I am sharing information regarding additional amendments orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* ("ROA"), including O. Reg. 263/20 Rules for Areas in Stage 2 ("Stage 2 Order"), O. Reg. 364/20 Rules for Areas in Stage 3 ("Stage 3 Order"), and O. Reg. 363/20 - Stages of Reopening ("Stages of Reopening Order").

These changes were made in accordance with the new [COVID-19 Response Framework: Keeping Ontario Safe and Open](#).

In addition to the information below, you may also find the recent government [news release](#) about the new framework and the [Ontario.ca webpage](#) listing the current status of each region helpful.

Amendments to Stages of Reopening Order (O Reg 363/20)

Effective Saturday, **November 7, 2020 at 12:01 a.m.**, a new scalable response framework, characterized by five (5) progressive zone categories, was put in place. Under this framework, Public Health Unit (PHU) regions are assigned to colour categories based on a range of public health indicators.

Effective Monday, **November 16, 2020 at 12:01 a.m.**, PHU regions will be assigned to zones as outlined below. Current zone assignments reflect changes to threshold indicators and related factors (e.g., healthcare and public health system capacity).

Effective **Saturday, November 14 at 12:01 a.m., Toronto** will be subject to all of the current Red Zone requirements rather than the earlier “modified Stage 2” requirements.

Colour Category	PHU Notes
Green – Prevent <i>(Standard Measures)</i>	15 PHU Regions
Yellow – Protect <i>(Strengthened Measures)</i>	Seven (7) PHU Regions <i>Haldimand-Norfolk, Simcoe-Muskoka, Middlesex-London, Sudbury, Huron-Perth, Southwestern and Windsor-Essex</i>
Orange – Restrict <i>(Intermediate Measures)</i>	Seven (7) PHU Regions <i>Ottawa, Waterloo, Brant, Durham, Eastern Ontario, Wellington-Dufferin-Guelph and Niagara</i>
Red – Control <i>(Stringent Measures)</i>	Five (5) PHU Regions <i>Peel, Toronto, Hamilton, Halton and York</i>
Lockdown <i>(Maximum Measures)</i>	n/a

Amendments to Rules for Areas in Stage 2 (O. Reg. 263/20)

Effective November 7, 2020, the Stage 2 Order rules below now apply to the **Red** colour zone.

Generally, if any person providing services indoors must come within two (2) metres of another person who is not wearing a mask or face covering, and is not separated by an impermeable barrier, the person providing services must wear appropriate personal protective equipment that covers their eyes, nose and mouth.

Rules for Safety Plans

Persons responsible for the following establishments/operations must ensure that a safety plan is prepared and made available (and most must also collect the name and contact information of every member of the public who enters):

- Meeting and event spaces;
- Conferences and conventions;
- Food and drink establishments;
- Personal care services;
- Shopping malls;
- Indoor sports and recreation facilities;
- Cinema, casino, bingo hall or other gaming establishment; and
- Venues where concerts or other performances are rehearsed or performed.

There are new requirements relating to safety plans for establishments that are permitted to open, which include the following:

- A person who is required to prepare a safety plan, or ensure one is prepared, must do so no later than seven (7) days after the requirement first applies to the person.
- The safety plan must describe the measures and procedures that have been or will be implemented to reduce the transmission risk of COVID-19, including how the requirements for Stage 2 will be implemented (e.g., screening, requiring masks).
- The safety plan must be in writing.
- A copy of the plan must be posted where it is mostly likely to come to the attention of individuals working or attending the location and must be made available to any person upon request.

Rules for Meeting and Event Spaces

Persons responsible for businesses or places:

- cannot allow more than one room to be booked for a single event or social gathering, with limited exceptions;
- must limit the number of people who are seated together to four (4);
- must ensure the space is closed during certain hours; and
- must ensure music is not played at a volume at which normal conversation is not possible.

New and existing rules for meeting and event spaces do not apply to rentals for operations by or on behalf of government, or for the purpose of delivering or supporting the delivery of government services, except that persons responsible for rentals must still record the names and contact information for all attendees and ensure that music is not played too loudly.

Rules for Food and Drink Establishments and Liquor Sales/Service

Restaurants, bars and other food or drink establishments must be closed from 10 p.m. to 5 a.m. except for limited purposes. This restriction does not apply to an establishment at a hospital or airport. Except in airports, liquor can only be sold or served between 9 a.m. and 9 p.m. and cannot be consumed between 10 p.m. and 9 a.m.

Restaurants, bars and other food or drink establishments may be open for indoor dining but must limit the number of patrons to the number that can maintain a physical distance of two (2) metres and cannot in any event exceed 10 patrons. A maximum of four (4) people may be seated at a table. These restrictions do not apply to an establishment at a hospital or airport or if the only patrons permitted perform work at the place where the establishment is located.

The person responsible for the establishment must:

- ensure music must not be played at a volume that exceeds the level at which normal conversation is possible, and
- ensure that there is no dancing, singing or live performance of brass or wind instruments.

It is clarified that the rules relating to food and drink establishments apply to any business, place, facility or establishment at which food or drink is sold or served, including businesses that are also subject to other categories of rules under the order (e.g., cinemas, casinos, museums), whenever and wherever food or drink is sold or served.

Provisions authorizing the operation of the “NHL hub” are revoked.

Rules for Sports and Recreational Facilities

Community centres and multi-purpose facilities may be open for indoor sports and recreational fitness activities. They may also open any communal kitchens and indoor dining spaces. In addition, hotels, motels and other short-term rental businesses may open fitness centres or gyms.

Facilities for indoor sports and recreational fitness activities may provide indoor fitness or exercise classes (there is no longer a special exemption for dance classes) and areas containing weight or exercise machines may be open, although there are certain exceptions. Specifically, at any one time, the total number of members of the public permitted in an exercise or fitness class, or an area containing weights or exercise machines, must be limited to the number that can maintain a physical distance of at least three (3) metres from every other person and cannot exceed 10 persons.

Facilities for indoor sports and recreational fitness activities must comply with the following conditions, although there are exceptions to certain conditions:

- No spectators are permitted in the facility but each person under the age of 18 years who is engaged in activities at the facility may be accompanied by one parent or guardian.
- Any instructions given to members of the public engaged in a class or organized activity that is not a sport must be delivered through a microphone if the instructor would otherwise need to raise their voice beyond the level of normal conversation.
- Music must not be played at a level that exceeds the level at which normal conversation is possible.
- No member of the public may enter the facility unless they have made a reservation.
- No member of the public may remain at the facility for longer than 90 minutes unless engaged in a sport.

Facilities for outdoor sports and recreational fitness activities are also subject to the above conditions with respect to instructions provided in a class or organized activity, physical distancing requirements and 10 person maximum, volume of music, and no entry without a reservation.

Personal physical fitness or sports trainers are no longer required to provide services outside of a gym.

Marinas, boat clubs, golf courses and driving ranges may open:

- Any fitness centres or gyms; and
- Any clubhouses for the purpose of serving food or beverages in accordance with the general requirements applicable to restaurants.

Rules for Retail Businesses

A place of business that engages in the retail sale or rental of items to the public, including a shopping mall, are subject to the following restrictions:

- patrons may not be permitted to congregate outside of a retail or rental business unless the patrons maintain a physical distance of at least two (2) metres and wear a face covering; and
- the person responsible must ensure that music is not played at the place of business that exceeds the level at which normal conversation is possible.

Rules for Entertainment Establishments

Concert venues, theatres and cinemas remain closed except for the purpose of rehearsing or recording a performance.

Casinos, bingo halls and other gaming establishments may open if they comply with the following conditions:

- Table games are prohibited;
- The total number of members of public permitted to be in the establishment must be limited to the number that can maintain a physical distance of two (2) metres from every other person and in any event cannot exceed:
 - 10 persons if the establishment is indoors; or
 - 25 persons if the establishment is outdoors;
- Ensure that a safety plan is prepared and made available; and
- Collect the name and contact information of every member of the public who enters the establishment.

Bathhouses remain closed and sex clubs are closed.

Rules for International Students

Public and private schools under the *Education Act* can only provide in-person teaching or instruction to international students that entered Canada on or after November 17, 2020 if the school has a COVID-19 plan approved by the Minister of Education and operates in accordance with that plan. This rule also applies to Stage 3.

Amendments to Rules for Areas in Stage 3 (O. Reg. 364/20)

Effective November 7, 2020, the Stage 3 Order now applies to all PHUs in the **Green**, **Yellow** and **Orange** colour zones, and contains some rules which differ across zones.

For all zones, if a person providing services indoors must come within two (2) metres of another person who is not wearing a mask or face covering, and is not separated by an impermeable barrier, the person providing services must wear appropriate personal protective equipment that covers their eyes, nose and mouth.

Rules Regarding Safety Plans

In addition, in **Yellow** and **Orange** zones, persons responsible for the following establishments/operations must ensure that a safety plan is prepared and made available (and some must also collect the name and contact information of every member of the public who enters):

- Meeting and event spaces;
- Food and drink establishments;
- Personal care services;
- Shopping malls;
- Sports and recreation facilities;
- Cinema, casino, bingo hall or other gaming establishment; and
- Venues where concerts or other performances are rehearsed or performed.

There are new requirements relating to safety plans for establishments that are permitted to open, which include:

- A person who is required to prepare a safety plan, or ensure one is prepared, must do so no later than seven (7) days after the requirement first applies to the person;
- The safety plan must describe the measures and procedures that have been or will be implemented to reduce the transmission risk of COVID-19, including how requirements for Stage 3 will be implemented (e.g., screening, requiring masks);
- The safety plan must be in writing; and
- A copy of the plan must be posted where it is mostly likely to come to the attention of individuals working or attending the location and must be made available to any person upon request.

Rules for Meeting and Event Spaces

Persons responsible for businesses or places cannot allow more than one room to be booked for a single event or social gathering, with limited exceptions.

In the **Yellow** and **Orange** Zones, additional rules apply to rented meeting or event space with limited exceptions. For example, the person responsible for the place or business must ensure they, limit the number of people who are seated together, the space is closed during certain hours, music is not played at a volume at which normal conversation is not possible, and ensure the names and contact information for all attendees is recorded.

New and existing rules for meeting and event spaces do not apply to rentals for operations by or on behalf of government, or for the purpose of delivering or supporting the delivery of government services, except that persons responsible for rentals in Yellow and Orange zones must still record the names and contact information for all attendees.

Rentals of meeting or event space in **Green** and **Yellow** zones are not required to comply with existing maximum capacity limits (i.e., 50 persons indoors and 100 persons outdoors) if they comply with a plan for the rental of meeting or event space approved by the Office of the Chief Medical Officer of Health.

Rules for Food and Drink Establishments and Liquor Sales/Service

Covered outdoor dining areas at food and drink establishments must have at least two (2) full sides of the entire outdoor dining area open to the outdoors, without substantial blockage by any impermeable barriers. Outdoor dining areas with retracted roofs must have at least one full side of the outdoor dining area open to the outdoors, without substantial blockage by any impermeable barriers.

Restrictions on opening hours no longer apply to **Green** zones. Existing restrictions on opening hours (i.e., must be closed 12 a.m. to 5 a.m. except for limited purposes) continue to apply to **Yellow** zones. In **Orange** zones, establishments must be closed from 10 p.m. to 5 a.m. except for limited purposes.

No one is permitted to line up or congregate outside food or drink establishments unless they maintain a two-metre physical distance from other persons and wear a mask or face covering (subject to limited exceptions).

In **Yellow** and **Orange** zones, the person responsible for the establishment must:

- ensure music is not played at a volume that exceeds the level at which normal conversation is possible, and
- record the names and contact information of every patron, unless the establishment has cafeteria-style service (meanwhile in **Green** zones, the name and contact information of only one patron per party is required).

In **Orange** zones, the total number of patrons permitted to be seated indoors in the establishment must be limited to the number that can maintain a physical distance of at least two metres from every other person and cannot exceed 50 patrons. There are also maximum limits on people seated at a table: six (6) people in **Yellow** zones and four (4) people in **Orange** zones.

Rules relating to food and drink establishments apply to any business, place, facility or establishment at which food or drink is sold or served, including businesses that are also subject to other categories of rules under the Order (e.g., cinemas, casinos, museums), whenever and wherever food or drink is sold or served. However, the restrictions on opening hours outlined above for **Yellow** and **Oranges** zones do not apply to hospitals or airports.

Restrictions on the sale and service of liquor no longer apply to **Green** zones. The existing restrictions continue to apply to businesses and places in **Yellow** zones (i.e., except in airports, liquor can only be sold or served between 9 a.m. and 11 p.m. and cannot be consumed between 12 a.m. and 9 a.m.). New restrictions apply to **Orange** zones: except in airports, liquor can only be sold or served between 9 a.m. and 9 p.m., and cannot be consumed between 10 p.m. and 9 a.m.

Rules for Personal Care Services

In **Orange** zones, the person responsible for the establishment must ensure that locker rooms, change rooms, showers, whirlpools, baths, etc., are closed, subject to limited exceptions, and personal care services that require the removal of a mask or face covering are not permitted at all. In **Yellow** and **Green** zones, these services are permitted but the existing rules continue to apply (i.e., patrons must wear masks or face covering at all times, except while receiving services that tend to an area of their face that would be covered by a mask or face covering).

In all zones, steam rooms and saunas must be closed. Oxygen bars continue to be closed.

Rules for Retail Businesses

Subject to limited exceptions, patrons may not be permitted to congregate outside of a retail or rental business unless the patrons maintain a physical distance of at least two (2) metres and wear a face covering.

In **Yellow** and **Orange** zones, retail and rental businesses may not play music at the place of business that exceeds the level at which normal conversation is possible. In addition, the person responsible for a shopping mall must ensure that a safety plan is prepared and made available.

Rules for Sports and Recreational Facilities

Facilities for sports and recreational fitness activities must comply with the following conditions, with exceptions, such as when activities are carried out in accordance with a plan approved by the Office of the Chief Medical Officer of Health.

Every person in the facility, unless engaged in a sport (not restricted to team sports), must maintain a physical distance of at least two (2) metres from others. Sports (not restricted to team sports) may only be played or practiced if they do not allow for physical contact between players.

In **Yellow** and **Orange** zones:

- persons in areas of the facility containing weights and persons participating in a fitness class must maintain a minimum physical distance of three (3) metres from others;
- no member of the public may enter the facility unless they have made a reservation and no member of the public may remain at the facility for longer than 90 minutes unless engaged in a sport; and,
- the total number of members of the public permitted to be at any particular fitness activity must be limited to the number that can maintain a minimum physical distance of three metres and cannot exceed 10 people for indoor activities or 25 people for outdoor activities.

In **Orange** zones:

- the total number of members of the public permitted to be indoors at the facility in all classes or organized activities together with the total in areas containing weights or exercise machines cannot exceed 50; and,
- no spectators are permitted in the facility but persons under 18 years engaged in activities at the facility may be accompanied by one parent or guardian.

Any instructions given to members of the public engaged in a class or organized activity that is not a sport must be delivered through a microphone if the instructor would otherwise need to raise their voice beyond the level of normal conversation. Music must not be played at a level that exceeds the level at which normal conversation is possible.

Rules for Entertainment Establishments

Cinemas operating in **Orange** zones may no longer exceed the capacity limits of 50 persons indoors or 100 persons outdoors if they operate in accordance with a plan approved by the Office of the Chief Medical Officer of Health.

In **Orange** zones, strip clubs, bathhouses and sex clubs are closed.

In **Yellow** and **Green** zones, bathhouses are no longer required to close. Also in these zones, the person responsible for a strip club, bathhouse or sex club must ensure that a safety plan is prepared and made available.

Compliance and Enforcement

Throughout the pandemic, police and by-law enforcement officers have played an active role in communities across the province to ensure adherence to public health restrictions and orders under the ROA. With case numbers continuing to rise, an assertive approach should be taken to address egregious offenders using all available enforcement tools.

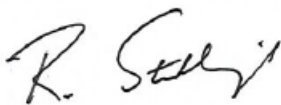
To support efforts to ensure compliance with public health restrictions and coordinated local enforcement of orders, the Ministry of the Solicitor General and the Ministry of Labour, Training and Skills Development (MLTSD) are working together with ministry enforcement partners and local PHUs to encourage a proactive approach to awareness, compliance and enforcement and collaboration across all enforcement personnel, including police, public health officers, municipal by-law inspectors and other provincial offences officers.

A multi-ministry enforcement team, led by MLTSD, has been developed to support this initiative and their activities will be coordinated with local by-law enforcement personnel, police services and other enforcement partners. To identify the lead contact for any potential planned compliance activity in your community, please e-mail Natasha Bartlett at natasha.bartlett@ontario.ca.

Finally, we request that you continue to sustain weekly enforcement data reporting to the Ministry to help us monitor and measure the impact of accelerated enforcement and compliance activities province-wide, and in areas reporting higher rates of community transmission.

Thank you, once again, for your continued efforts to help keep our communities safe and healthy.

Sincerely,



Richard Stubbings
Assistant Deputy Minister
Public Safety Division

Attachments



Executive Council
Conseil exécutif

R.O.C./Décret 459 / 2020

I certify that the attached is a true copy of the Regulation under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020, made by Her Honour the Lieutenant Governor in Council on November 13, 2020.

Dated at Toronto, November 13, 2020

A handwritten signature in blue ink, appearing to read "Anna Val".

Deputy Clerk, Executive Council



Ontario

Executive Council
Conseil exécutif

Order in Council Décret

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and concurrence of the Executive Council, orders that:

the appended Regulation be made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*.

Sur la recommandation de la personne soussignée, la lieutenant-gouverneure, sur l'avis et avec le consentement du Conseil exécutif, décrète ce qui suit :

Le règlement ci-annexé est pris en vertu de la *Loi de 2020 sur la réouverture de l'Ontario (mesures adaptables en réponse à la COVID-19)*.

Recommandé par :

Recommended

Appuyé par : Le président du Conseil des ministres,

Concurred

Chair of Cabinet

Approuvé et décrété le

La lieutenant-gouverneure,

Approved and Ordered

NOV 13 2020

Date

Lieutenant Governor

R.O.C./Décret (R)

E 459/2020

Filed with the Registrar of Regulations
Déposé auprès du registraire des règlements

NOV 13 2020

Number (O. Reg.)
Numéro (Règl. de l'Ont.)

648/20

[Bilingual]

CONFIDENTIAL
Until filed with the
Registrar of Regulations

REG2020.0897.e
2-CJO

ONTARIO REGULATION

made under the

REOPENING ONTARIO (A FLEXIBLE RESPONSE TO COVID-19) ACT, 2020

Amending O. Reg. 263/20

(RULES FOR AREAS IN STAGE 2)

1. Section 1 of Ontario Regulation 263/20 is amended by striking out “Schedules 1 to 4” at the end and substituting “Schedules 1, 2 and 3”.

2. Schedule 4 to the Regulation is revoked.

Commencement

3. This Regulation comes into force on the later of November 14, 2020 and the day it is filed.

CONFIDENTIEL
jusqu'au dépôt auprès du
registreur des règlements

Reg2020.0897.f02.EDI
2-CJO

RÈGLEMENT DE L'ONTARIO

pris en vertu de la

LOI DE 2020 SUR LA RÉOUVERTURE DE L'ONTARIO (MESURES ADAPTABLES EN RÉPONSE À LA COVID-19)

modifiant le Règl. de l'Ont. 263/20

(RÈGLES POUR LES RÉGIONS À L'ÉTAPE 2)

1. L'article 1 du Règlement de l'Ontario 263/20 est modifié par remplacement de «annexes 1 à 4» par «annexes 1 à 3» à la fin de l'article.

2. L'annexe 4 du Règlement est abrogée.

Entrée en vigueur

3. Le présent règlement entre en vigueur le dernier en date du 14 novembre 2020 et du jour de son dépôt.



**Executive Council
Conseil exécutif**

R.O.C./Décret 457 / 2020

I certify that the attached is a true copy of the Regulation under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020, made by Her Honour the Lieutenant Governor in Council on November 13, 2020.

Dated at Toronto, November 13, 2020

A handwritten signature in blue ink, appearing to read "Anna Val", with a long horizontal flourish extending to the right.

Deputy Clerk, Executive Council



Ontario

Executive Council
Conseil exécutif

Order in Council Décret

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and concurrence of the Executive Council, orders that:

the appended Regulation be made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*.

Sur la recommandation de la personne soussignée, la lieutenant-gouverneure, sur l'avis et avec le consentement du Conseil exécutif, décrète ce qui suit :

Le règlement ci-annexé est pris en vertu de la *Loi de 2020 sur la réouverture de l'Ontario (mesures adaptables en réponse à la COVID-19)*.

Recommandé par :

Recommended

Appuyé par : Le président du Conseil des ministres,

Concurred

Chair of Cabinet

Approuvé et décrété le

La lieutenant-gouverneure,

Approved and Ordered

NOV 13 2020

Date

Lieutenant Governor

R.O.C./Décret (R)

E 457/2020

Filed with the Registrar of Regulations
Déposé auprès du registrateur des règlements

NOV 13 2020

Number (O. Reg.)
Numéro (Règl. de l'Ont.)

646/20

[Bilingual]

CONFIDENTIAL
Until filed with the
Registrar of Regulations

REG2020.0896.e
6-CJO

ONTARIO REGULATION

made under the

REOPENING ONTARIO (A FLEXIBLE RESPONSE TO COVID-19) ACT, 2020

Amending O. Reg. 363/20

(STAGES OF REOPENING)

1. Schedules 2 and 3 to the Regulation are revoked and the following substituted:

SCHEDULE 2 STAGE 2 AREAS

1. City of Hamilton Health Unit.
2. City of Toronto Health Unit.
3. Halton Regional Health Unit.
4. Peel Regional Health Unit.
5. York Regional Health Unit.

SCHEDULE 3 STAGE 3 AREAS

Green Zone of Stage 3

1. The following areas are in the Green Zone of Stage 3:
 1. Chatham-Kent Health Unit.
 2. The District of Algoma Health Unit.

3. Grey Bruce Health Unit.
4. Haliburton, Kawartha, Pine Ridge District Health Unit.
5. Hastings and Prince Edward Counties Health Unit.
6. Kingston, Frontenac and Lennox and Addington Health Unit.
7. Lambton Health Unit.
8. Leeds, Grenville and Lanark District Health Unit.
9. North Bay Parry Sound District Health Unit.
10. Northwestern Health Unit.
11. Peterborough County — City Health Unit.
12. Porcupine Health Unit.
13. Renfrew County and District Health Unit.
14. Thunder Bay District Health Unit.
15. Timiskaming Health Unit.

Yellow Zone of Stage 3

2. The following areas are in the Yellow Zone of Stage 3:

1. Haldimand-Norfolk Health Unit.
2. Huron Perth Health Unit.
3. Middlesex-London Health Unit.
4. Oxford Elgin St. Thomas Health Unit.
5. Simcoe Muskoka District Health Unit.
6. Sudbury and District Health Unit.
7. Windsor-Essex County Health Unit.

Orange Zone of Stage 3

3. The following areas are in the Orange Zone of Stage 3:

1. Brant County Health Unit.
2. City of Ottawa Health Unit.
3. Durham Regional Health Unit.
4. The Eastern Ontario Health Unit.
5. Niagara Regional Area Health Unit.
6. Waterloo Health Unit.
7. Wellington-Dufferin-Guelph Health Unit.

Commencement

2. This Regulation comes into force on the later of November 16, 2020 and the day it is filed.

CONFIDENTIEL
jusqu'au dépôt auprès du
registrateur des règlements

Reg2020.0896.f06.EDI
6-CJO

RÈGLEMENT DE L'ONTARIO

pris en vertu de la

LOI DE 2020 SUR LA RÉOUVERTURE DE L'ONTARIO (MESURES ADAPTABLES EN RÉPONSE À LA COVID-19)

modifiant le Règl. de l'Ont. 363/20

(ÉTAPES DE LA RÉOUVERTURE)

1. Les annexes 2 et 3 du Règlement sont abrogées et remplacées par ce qui suit :

ANNEXE 2 RÉGIONS À L'ÉTAPE 2

1. Circonscription sanitaire de la cité de Hamilton.
2. Circonscription sanitaire de la cité de Toronto.
3. Circonscription sanitaire régionale de Halton.
4. Circonscription sanitaire régionale de Peel.
5. Circonscription sanitaire régionale de York.

ANNEXE 3 RÉGIONS À L'ÉTAPE 3

Zone verte de l'étape 3

1. Les régions suivantes sont dans la zone verte de l'étape 3 :

1. Circonscription sanitaire de Chatham-Kent.

2. Circonscription sanitaire du district d'Algoma.
3. Circonscription sanitaire de Grey Bruce.
4. Circonscription sanitaire du district de Haliburton, Kawartha et Pine Ridge.
5. Circonscription sanitaire des comtés de Hastings et de Prince Edward.
6. Circonscription sanitaire de Kingston, Frontenac et Lennox et Addington.
7. Circonscription sanitaire de Lambton.
8. Circonscription sanitaire du district de Leeds, Grenville et Lanark.
9. Circonscription sanitaire du district de North Bay-Parry Sound.
10. Circonscription sanitaire du Nord-Ouest.
11. Circonscription sanitaire du comté et de la cité de Peterborough.
12. Circonscription sanitaire de Porcupine.
13. Circonscription sanitaire du comté et du district de Renfrew.
14. Circonscription sanitaire du district de Thunder Bay.
15. Circonscription sanitaire de Timiskaming.

Zone jaune de l'étape 3

2. Les régions suivantes sont dans la zone jaune de l'étape 3 :

1. Circonscription sanitaire de Haldimand-Norfolk.
2. Circonscription sanitaire de Huron et Perth.
3. Circonscription sanitaire de Middlesex-London.
4. Circonscription sanitaire d'Oxford, Elgin et St. Thomas.
5. Circonscription sanitaire du district de Simcoe Muskoka.
6. Circonscription sanitaire de Sudbury et son district.

7. Circonscription sanitaire de Windsor-comté d'Essex.

Zone orange de l'étape 3

3. Les régions suivantes sont dans la zone orange de l'étape 3 :

1. Circonscription sanitaire du comté de Brant.
2. Circonscription sanitaire de la ville d'Ottawa.
3. Circonscription sanitaire régionale de Durham.
4. Circonscription sanitaire de l'Est de l'Ontario.
5. Circonscription sanitaire régionale de Niagara.
6. Circonscription sanitaire de Waterloo.
7. Circonscription sanitaire de Wellington-Dufferin-Guelph.

Entrée en vigueur

2. Le présent règlement entre en vigueur le dernier en date du 16 novembre 2020 et du jour de son dépôt.



Executive Council
Conseil exécutif

R.O.C./Décret 458 / 2020

I certify that the attached is a true copy of the Regulation under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020, made by Her Honour the Lieutenant Governor in Council on November 13, 2020.

Dated at Toronto, November 13, 2020


Deputy Clerk, Executive Council



Ontario

Executive Council
Conseil exécutif

Order in Council Décret

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and concurrence of the Executive Council, orders that:

the appended Regulation be made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*.

Sur la recommandation de la personne soussignée, la lieutenant-gouverneure, sur l'avis et avec le consentement du Conseil exécutif, décrète ce qui suit :

Le règlement ci-annexé est pris en vertu de la *Loi de 2020 sur la réouverture de l'Ontario (mesures adaptables en réponse à la COVID-19)*.

Recommandé par :

Recommended

Appuyé par : Le président du Conseil des ministres,

Concurred

Chair of Cabinet

Approuvé et décrété le

La lieutenant-gouverneure,

Approved and Ordered

NOV 13 2020

Date

Lieutenant Governor

R.O.C./Décret (R)

E 458/2020

Filed with the Registrar of Regulations
Déposé auprès du registraire des règlements

NOV 13 2020

Number (O. Reg.)
Numéro (Règl. de l'Ont.)

647/20

[Bilingual]

CONFIDENTIAL
Until filed with the
Registrar of Regulations

REG2020.0890.e
4-CJO

ONTARIO REGULATION

made under the

REOPENING ONTARIO (A FLEXIBLE RESPONSE TO COVID-19) ACT, 2020

Amending O. Reg. 640/20, which amends O. Reg. 363/20

(STAGES OF REOPENING)

- 1. Subsection 1 (2) of Ontario Regulation 640/20 is revoked.**
- 2. Subsection 2 (2) of the Regulation is revoked.**
- 3. Subsection 3 (2) of the Regulation is revoked.**

Commencement

- 4. This Regulation comes into force on the day it is filed.**

CONFIDENTIEL
jusqu'au dépôt auprès du
registrateur des règlements

Reg2020.0890.f04.EDI
4-CJO

RÈGLEMENT DE L'ONTARIO

pris en vertu de la

LOI DE 2020 SUR LA RÉOUVERTURE DE L'ONTARIO (MESURES ADAPTABLES EN RÉPONSE À LA COVID-19)

modifiant le Règl. de l'Ont. 640/20, qui modifie le Règl. de l'Ont. 363/20

(ÉTAPES DE LA RÉOUVERTURE)

- 1. Le paragraphe 1 (2) du Règlement de l'Ontario 640/20 est abrogé.**
- 2. Le paragraphe 2 (2) du Règlement est abrogé.**
- 3. Le paragraphe 3 (2) du Règlement est abrogé.**

Entrée en vigueur

- 4. Le présent règlement entre en vigueur le jour de son dépôt.**

Ministry of Finance

Provincial-Local
Finance Division
10th Floor
777 Bay Street
Toronto ON M5G 2C8

Tel.: 416 327 0264
Fax.: 416 325 7644

Ministère des Finances

Division des relations provinciales-
municipales en matière de finances
10^e étage
777 rue Bay
Toronto ON M5G 2C8

Tél. : 416 327 0264
Téléc.: 416 325 7644



November 17, 2020

Dear Municipal Treasurer/Clerk-Treasurer;

I am writing to inform you of the property tax and assessment measures announced in the *2020 Ontario Budget*, released on November 5, 2020.

As you may know, the government has been conducting a review of Ontario's property tax and assessment system. The Review has been exploring opportunities to support a competitive business environment, enhance the accuracy and stability of property assessments, and strengthen the governance and accountability of the Municipal Property Assessment Corporation (MPAC). As part of the Review, the Province has been consulting with municipalities, including seeking input through the Property Assessment and Taxation Review Municipal Advisory Committee.

While the consultation process is ongoing, early action is being taken on a number of measures as announced through the *2020 Ontario Budget*.

Reducing Business Education Tax by \$450 Million

There is currently a wide range of business education tax (BET) rates across the province as a result of historical assessment and tax inequities. Through the Review, municipalities and business stakeholders have expressed concerns regarding the variation of BET rates and its impact on business competitiveness. The government has also heard that, as the province recovers from the COVID-19 pandemic, addressing this variation in BET rates would reduce regional tax inequities and improve business competitiveness.

In response to these concerns, the Province announced that it will reduce all high BET rates to a rate of 0.88 per cent in 2021. This rate is ten basis points below the existing target rate and represents a reduction of 30 per cent for the many businesses that are currently subject to the highest BET rate. This will benefit over 200,000 business properties across 95 per cent of all municipalities and will create over \$450 million in annual savings for businesses.

To ensure municipalities are not negatively impacted by BET reductions, the Province will maintain BET rates at the 2020 BET rate for properties whose payments in lieu of education taxes municipalities are permitted to retain.

The Province will also adjust payments to school boards to offset the reduction in education property taxes to ensure there is no financial impact on school boards.

We will provide municipalities with draft 2021 BET rates shortly.

New Optional Small Business Property Subclass

Through the Review, stakeholders have shared concerns about the property tax burden that small businesses face. Some municipalities have requested additional property tax tools that would provide targeted tax relief to small businesses and increase business competitiveness.

The government is therefore proposing to provide municipalities with the flexibility to target property tax relief to small businesses in a way that best reflects their local circumstances. Beginning in 2021, municipalities would be able to provide a property tax reduction for eligible small businesses through the adoption of a new optional small business property subclass. The Province will also consider matching these municipal property tax reductions in order to provide further support for small businesses.

Amendments are being proposed to the *Assessment Act* that would allow municipalities to define small business eligibility in a way that best meets local needs and priorities. Further details on the optional small business subclass will be set in regulation once the legislation has passed.

Assessment of Business Properties in Redevelopment Areas

Another concern that has been expressed through the Review is the impact that redevelopment pressure and speculative sales can have on the assessment of small businesses.

To ensure the government is well-positioned to respond to input that is being provided through the review process, amendments are being proposed to the *Assessment Act* to support the potential creation of optional new assessment tools to address concerns regarding redevelopment and speculative sales.

The Province will continue to seek the advice of municipalities, businesses and other interested stakeholders through the Review to inform the potential regulatory framework for this new flexibility.

Streamlining the Business Vacancy Rebate and Reduction Programs

Municipalities currently have the flexibility to modify the Vacant Unit Rebate and the Vacant and Excess Land subclasses to better meet the needs of their community. Municipalities modifying their business vacancy programs are currently required to submit their proposed changes to the Province to be implemented through regulation. In response to requests from municipalities to streamline this process, the Province is proposing amendments to the *Municipal Act, 2001* and the *City of Toronto Act, 2006* that will enable municipalities to implement program changes through municipal by-law going forward, rather than requiring the approval of a regulatory amendment by the Minister of Finance.

Tax Exemption for The Army, Navy & Air Force Veterans in Canada (ANAVETS)

Organizations such as the Royal Canadian Legion and The Army, Navy & Air Force Veterans in Canada (ANAVETS) offer vitally important services for Canada's military veterans, including assistance in adjusting back into civilian life, advocacy on behalf of veterans, as well as support for families and seniors.

In 2018, the *Assessment Act* was amended to ensure that legion halls occupied by Ontario branches of the Royal Canadian Legion are exempt from property taxation as of the 2019 tax year.

To further ease the burden on Ontario's veterans, the government is proposing an amendment to the *Assessment Act* to extend this tax exemption to Ontario units of The Army, Navy and Air Force Veterans in Canada.

Supporting Employers in COVID-19 Hotspots

The government recognizes that necessary COVID-19-related public health measures, come at a cost to Ontario's businesses. To help support businesses impacted by these public health measures, the government announced the availability of \$300 million to assist eligible businesses with costs associated with municipal and education property taxes, and energy bills.

This support will be provided to eligible businesses in regions of Ontario where the Province determines modified Stage 2 public health restrictions are necessary, or going forward, areas categorized as control or lockdown.

Affected municipalities are encouraged to direct businesses to the following webpage for further information on how to apply for this support: www.Ontario.ca/covidsupport

Education Property Tax Deferrals

Many municipalities provided deferrals of property tax payments in response to the COVID-19 pandemic. To date, 75 per cent of municipalities representing 98 per cent of all municipal property tax levied in the province implemented property tax deferrals. To support and encourage these actions, the Province deferred the property tax payments that municipalities make to school boards by 90 days.

This deferral applied to the June 30 quarterly municipal remittance of education property taxes to school boards, as well as the September 30 quarterly municipal remittance deadline. The last installment, which is the balance for the current calendar year, remains due by December 15. As a result, there will be two payments due in December 2020.

We will continue to work closely in partnership with municipalities to ensure stability for Ontario's property tax system.

If you have any questions related to the property tax decisions noted above, please contact Chris Broughton, Director of the Property Tax Policy Branch at Chris.Broughton@ontario.ca or 416-455-6307.

Sincerely,

Original signed by

Allan Doheny
Assistant Deputy Minister

c: Jonathan Lebi, Assistant Deputy Minister, Ministry of Municipal Affairs and Housing



**2020 YEAR IN REVIEW
AND A LOOK AHEAD TO 2021**

Our Year in Review

As we come to the close of 2020, it's time to take a look back at all that was accomplished as a municipality over the past year.

The year in review highlights many successes for the municipality in 2020; from undertaking major capital projects, maintaining and enhancing our infrastructure, laying the foundation for future growth and development, to responding to a global pandemic.





BUILDING AND PLANNING

The Municipality of
McDougall
EST. 1872

2020 TRAINING:

Covid-19 prohibited in person training which made it difficult to take part in OBC training.

- M. Moore – OBC Zoning and Land Use Planning (virtual).
- Several OBC courses have been adapted to be available online which we hope to utilize in 2021.
- L. West - Canadian Association of Certified Planning Technicians (CACPT) 2020 Virtual Conference.



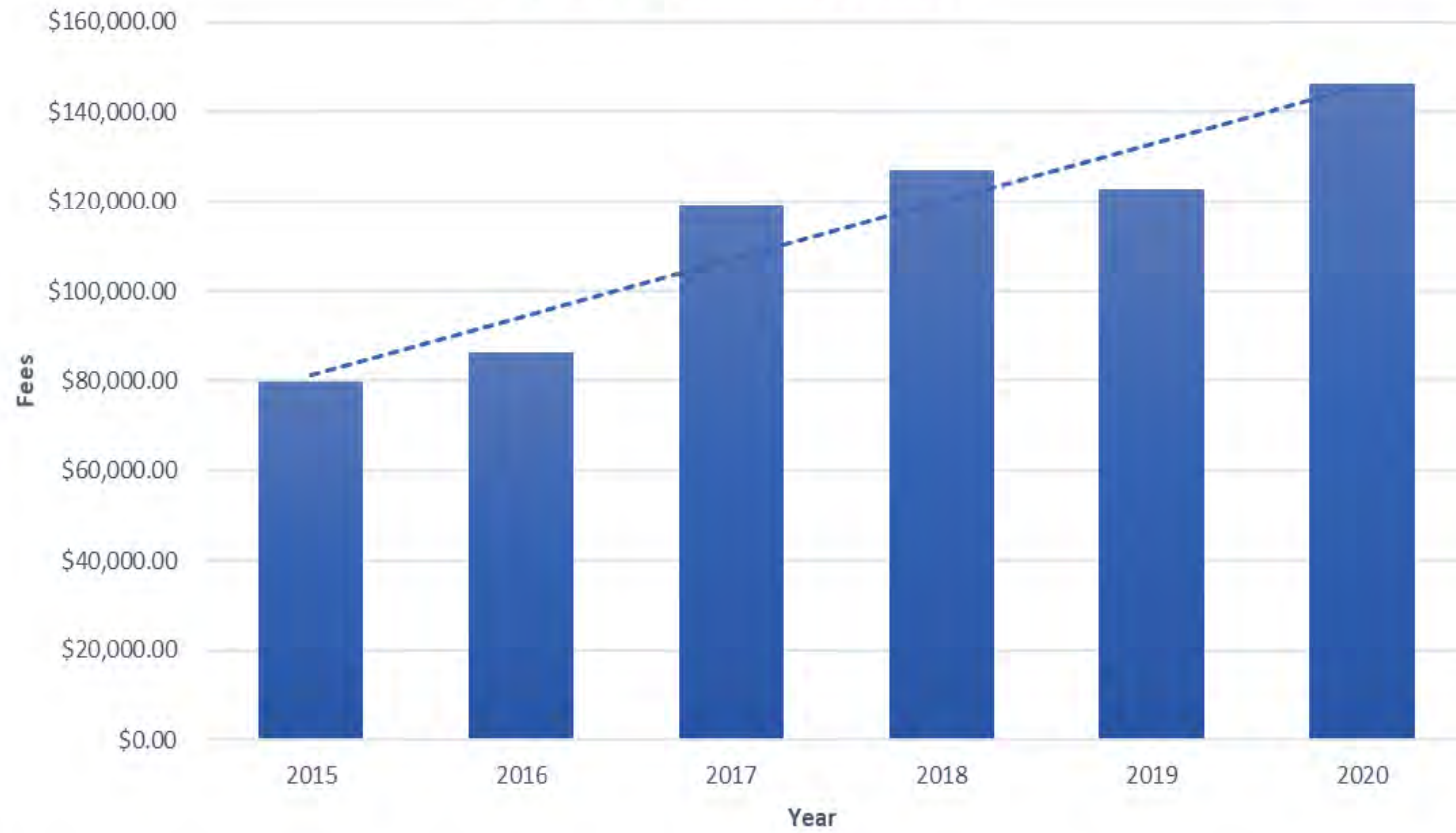
2020 ACHIEVEMENTS:

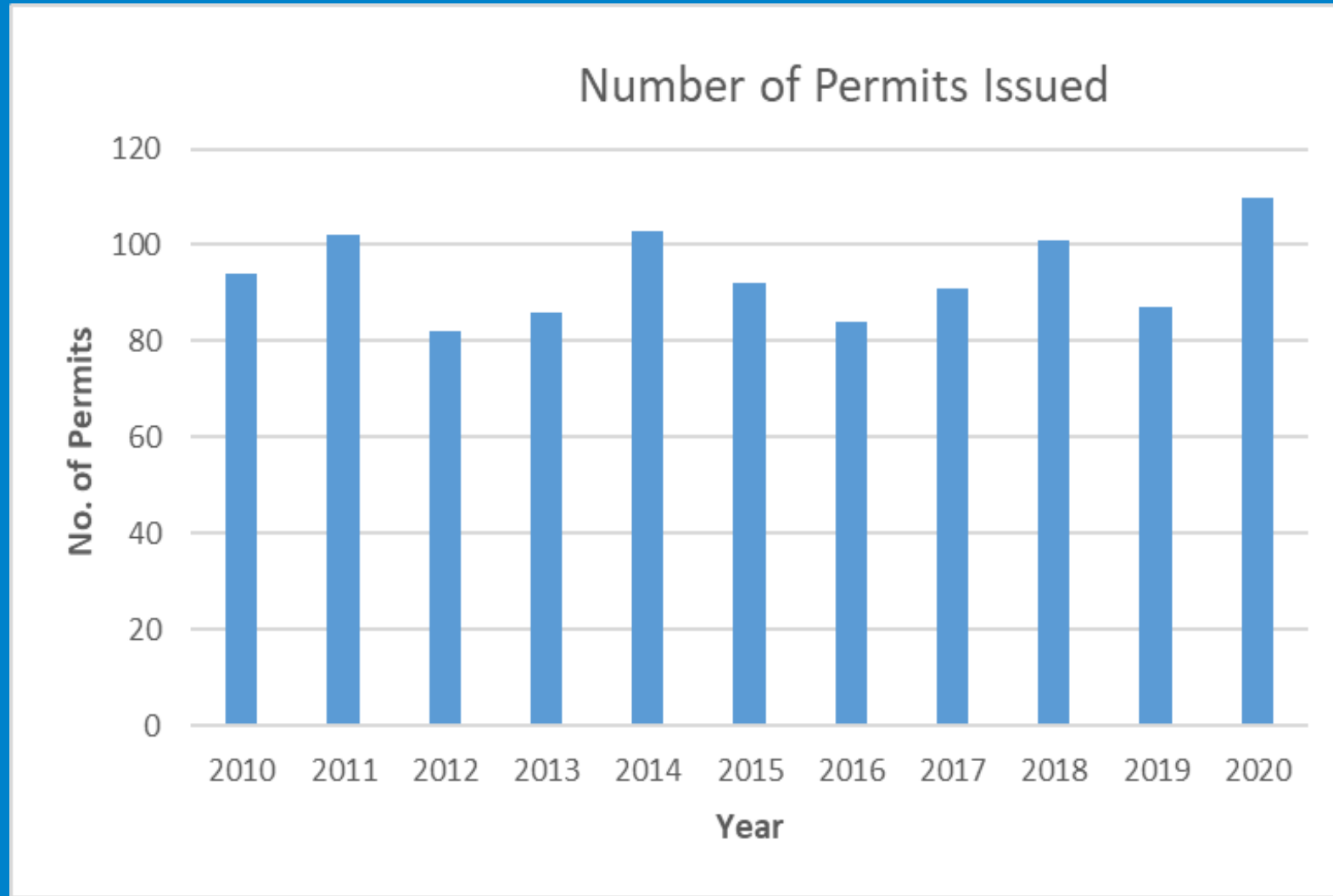
- Very busy and successful year for the building industry in McDougall.
- 110 Building Permits issued to date.
- Maintained service delivery despite COVID-19 restrictions.
- Start of the Official Plan Review – Draft RFP prepared.
- 2 Comprehensive Zoning By-Law Amendments.
- Entered into a Subdivision Agreement Between Grandview Estates and McDougall (20 lots).
- 7 New Shore Road Allowance applications.
- Consideration of 8 Consent applications by the Parry Sound Area Planning Board.

Parry Sound Area Planning Board Consent Applications	Lot Additions	New Lots
2020	7	15



Building Permit Revenues





2021 OBJECTIVES:

- Continue to look for ways to improve customer service and efficiencies.
- Update the building permit process to accept online submissions and improve communication and record keeping.
- Quantify and resolve outstanding permits.
- Official Plan Review.
- Completion of the Grandview Developments Plan of Subdivision.





Public Works



2020 TRAINING:

- Due to COVID-19 public works staff was not able to complete regular training.
- All public works staff has completed mandatory online safety hub training.



2020 ACHIEVEMENTS

- Nobel Beach expansion project.
- Nobel Beach Parking lot expansion and drainage improvements.
- Big Sound Road reconstruct and pave.
- Various projects with the water department servicing lots.
- Approximately 27,000.00 Tonnes of reclaim material was delivered to our landfill from Highway 400.
- Roads needs study – traffic counts complete.
- Usage of recycled asphalt on seasonal roads.
- Regular operations throughout the municipality including brushing, drainage, shouldering and guardrails.
- Significant drainage improvements made in Taylor Subdivision.
- Replacement of culvert on Bunny Trail at CN crossing.
- Began preliminary work on Lake Forest Drive for capital rehabilitation in 2021.



2021 OBJECTIVES:

- Continue with winter operations.
- Training to bring staff up to date for the following;
 - fuel handling
 - defensive driving
 - fall arrest
 - grader and backhoe
 - winter maintenance and road patrol school
- Lake Forest Drive rehabilitation.
- Bridge needs study recommendations to be completed.
- Replacement of our 3500 work truck.
- Shared generator backup system between transfer station/public works and fire.
- Implementation of Road Needs Study Recommendations.
- Continue Asset Management tasks to meet legislative requirements.
- Continue on with regular public works maintenance throughout the municipality.





Environmental Services

The Municipality of
McDougall
EST. 1872

2020 TRAINING:

- Steve Goman, ORO, Level 2 Water Certificate and Level 2 Wastewater Certificates.
 - Emergency Management
 - Procedure, SOP & Operational Plan
 - BMP review and training
 - WCWC - DWQMS on-line training
 - WHIMIS
- Carly Chantler, Level 2 Water Certificate and Level 2 Wastewater Certificates.
 - Emergency Management Training – DWQMS
 - Proc. SOP, Operational Plan Training – DWQMS
 - BMP Review & Training – DWQMS
 - WHMIS Refresh
- Ray Gall, Level 2 Water Certificate and Level 2 Wastewater Certificates.
 - Emergency Management
 - Procedure, SOP & Operational Plan
 - BMP review and training
 - WHIMIS Refresh



2020 ACHIEVEMENTS

Nobel Water System

Reports, Inspections and Audits:

- January 22, 2020, MECP Inspection of Drinking Water System. Items reviewed included; the distribution systems Operations Manual, Log Books, Records, Security, Certification, Training, Water Quality Monitoring and Assessment. The inspector found no items out of Compliance since the previous inspection in 2019. We received a Final Inspection Rating of 100%.
- Annual and Summary Reports were completed ahead of schedule and identified no Adverse Water Quality Indicators (AWQI). Also the system continues to provide a safe and abundant supply of Drinking Water.
- Dec 2, 2020, Remote DWQMS Audit. Performed by SAI Global this audit was performed as a annual requirement of the DWQMS. Results are pending.
- Nov 25, 2020, DWQMS Internal Audit. Performed by Environmental Staff, this is a mandatory self-audit of the Drinking Water Quality Management System (DWQMS). Several administrative items were found, and dealt with in a timely manner.

2020 ACHIEVEMENTS Continued...

NOBEL WATER SYSTEM

Operational Review:

- The Distribution system continues to function as designed and Environmental Staff complete any required or preventative maintenance as identified. There was a major water line break, effecting all users of the system and subsequent Boil Water Advisory. The staff worked extremely hard to fix the break and return the system to normal. Most customers affected understood the situation and were able to find updates on the website, email or by calling into the office. We had a capital purchase of a sea container for pipe storage and that is on-site and in use.
- 10 (+/-) New Water Connections to the Nobel Water System.



2020 ACHIEVEMENTS Continued...

LANDFILL COMBINED LEACHATE AND GROUNDWATER TREATMENT FACILITY (CLGTF)

- The facility has been operating well with only routine maintenance of the mechanical systems. Monthly summary's show the CLGTF to be on track for meeting or exceed the Environmental Compliance Approvals (ECA). No MECP inspections were completed in 2020. The Annual reports for the site and the CLGTF were completed and filed on time with the MECP.

CRAWFORD SUBDIVISION SEPTIC AND COLLECTION SYSTEM:

- A complete inspection of the Collections System found no users in violation of the Sewer use By-Law. Flows to the septic bed have been reduced compared to previous years.

2021 OBJECTIVES:

Nobel Distribution system:

- Complete Nobel/Parkway Looping Project.
- Receive re-issue of Waterworks permit and license (5yr renewal period).
- Halo Acetic Acids (HAA's), keep MECP and Town of Parry Sound in conversation to maintain anticipated compliance with the new standard.

Landfill CLGTF:

- Update aging SCADA components as identified.

Crawford Septic:

- Continue with Spring inspections of collection system to maintain low flows to the Septic bed.





Administration

The Municipality of
McDougall
EST. 1872

2020 TRAINING:

E. Robinson, Treasurer

- 2020 MFOA Online Conference & workshops.
- Several MPAC online workshops.
- OPTA and OMERS online training workshops.

K. Schneider, Deputy Treasurer

- 2020 MFOA Online Conference & workshops.
- Several MPAC online workshops.

L. West, Clerk

- Municipal Affairs Annual Clerks' Forum.
- Received AMCTO Municipal Administration Program (MAP) certificate of completion.
- AMCTO, eScribe & MMAH virtual workshops; Conducting Efficient & Effective Remote Meetings.



2020 ACHIEVEMENTS

- Successfully filled Council Seat Vacancy (Appointment of Councillor Malott).
- Entered into an agreement for the purchase of the Nobel Church property.
- Updated policies regarding the sale of municipal land.
- Amendment to the Procedural By-law, to allow for electronic participation by Council.
- Successful implementation of electronic meeting software, hardware, and meeting procedures by Council and Staff.
- Completion of the Municipal office kitchen renovation.
- Successful closure of Spadzinski Lane, and former Hwy 124.
- Support the Parry Sound Industrial Park.
- Work with the West Parry Sound Economic Development Office to advance our Economic Region .
- Work towards a Pool and Recreation Facility.

2020 ACHIEVEMENTS Continued...

- Successful 2019 Financial Audit.
- Completion and award for Insurance RFP.
- Moving forward with consultants recommendations in regards to our Asset Management Plan.
- Successful recipient of two application based grant funding programs for Asset Management (approx. \$70,000).
- Completion of grant reporting requirements (WDO, OCIF, Federal Gas Tax, CWWF).
- Completion of year end financial requirements (OMERS reconciliation, WSIB reconciliation, Source deductions reconciliation, financial information return, Provincial energy reporting).
- Implementation of online processing of credit card payments for water and property tax billings.
- Completion of municipal wage review.

2021 OBJECTIVES:

- Continue to work with the surrounding municipalities towards a Community Pool and Recreation facility.
- Continue to investigate funding opportunities to benefit the Municipality of McDougall.
- Make ICIP application for completion of Cell #3 at McDougall Landfill.
- Consideration for meeting management software.
- 2022 Election preparations.
- Continue to support the Parry Sound Industrial Park.
- Work with the West Parry Sound Economic Development Office to advance our Economic Region.
- Renovations of Municipal Office Exterior.



2021 OBJECTIVES Continued...:



- Asset Management system implementation and training.
Meet 2021 compliance requirements.
- Develop HR Manual.
- Continue tax sale and tax arrears reduction strategies.
- Formal investment strategy & plan.
- Continue debt repayment initiatives and not assume any new debt.
- Uniform CCIN banking number to accept online payments for building department, landfill, and accounts receivable.





Fire Services



2020 TRAINING:

- COVID-19 interrupted our regular training program.
- In person training initially stopped and was supplemented with online assignments and virtual zoom training.
- July, August, September and early October in person training was conducted in small groups of 5 or ten firefighters at different time schedules and days.
- Firefighters trained in administration of NALOXONE for opioid overdose patients.



2020 ACHIEVEMENTS

- Firefighters attended 2 structure fires in McDougall, 4 major structure fires in Parry Sound and 1 structure fire in Whitestone.
- NALOXONE kits distributed to fleet vehicles.
- Drone (ARROW 1) was first deployed at a fire scene in the Town of Parry Sound during mutual aid; where its forward looking infrared camera was used to detect and map hotspots near the top of the structure.
- Open air burning enforcement was robust this fire season due to COVID-19 Provincial Restricted Fire Zones and Fire restrictions due to dry conditions. In all, 6 POA Part I charges were laid against citizens found to be in non-compliance of our open air burning bylaw.
- Firefighters have been participating weekly in Rotary of Parry Sound food delivery for Covid-19 shut-ins since March. This will continue well into 2021.
- Overall, the team maintains esprit de corps through it all and remains tight knit.



2021 OBJECTIVES:



- Successfully navigate whatever COVID-19 hardships come our way.
- Reserve the second installment of our SCBA replacement program and release a tender for new SCBA in October 2021.
- Continue fleet radio replacement upgrade to digital capable systems with a \$6500 capital input this year.



Parks and Recreation



McDOUGALL
RECREATION CENTRE

2020 TRAINING:

- Safety Hub and online training was enhanced this year for staff because of ORFA training week being cancelled.

2020 ACHIEVEMENTS

- Daily inspection and disinfection of McDougall Recreation Centre and Nobel Beach House was continuous throughout the season. This consumed approximately 1.5 hrs each morning.
- Parks staff have successfully worked through all COVID-19 workplace procedural changes.
- Public Works completed the expansion of Nobel Beach; which included regeneration of Nobel beach; expansion and paving of Nobel beach parking lot; and improved drainage.
- Amendments to the Parks By-law to limit George Hunt Memorial Boat Launch and Parking to McDougall residents only.



2021 OBJECTIVES:



- Complete the capital facility sign project. This was not possible due to COVID-19 sign frame production problems encountered by the manufacturer.
- Complete the McDougall Recreation Centre security camera upgrade which was delayed due to product availability problems encountered by our supplier.
- Begin building upgrade work on Nobel Church Recreation Facility once Municipal ownership is established.



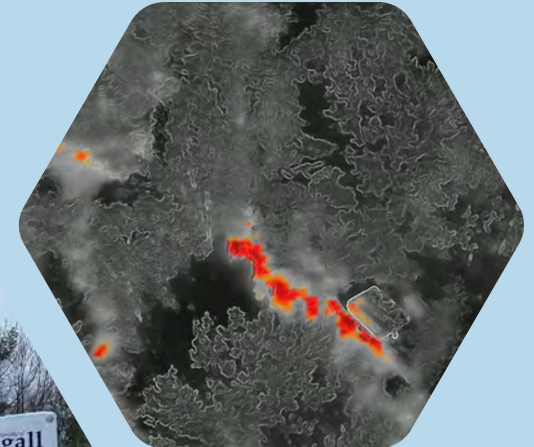


Municipal By-law Enforcement

The Municipality of
McDougall
EST. 1872

2020 TRAINING:

- Three of the newest MLEO's were trained in house by the Chief MLEO in June. The training was POA Part 1 offence notices; including issuance of notices, procedures after issuance, presentation to the Court Clerk.



2020 ACHIEVEMENTS

- The MLEO's successfully conducted continuous parking education and parking enforcement at George Hunt Parking lots.
- MLEO's provided public education on COVID-19 restrictions while patrolling, with special attention given to Nobel Beach.
- The issuance of 3 orders to comply enforcement action under Comprehensive Zoning By-Law (cottage rental) was completed, with compliance achieved.
- Several Comprehensive Zoning By-Law long existing complaints (cottage rental) files remain active. The circumstances continue to frustrate all enforcement efforts to date.
- The issuance of 2 Orders To Comply enforcement action under property standards by-law.
 - Compliance achieved on one order, compliance ongoing on the second order.
- The issuance of 2 Orders To Comply enforcement action under our comprehensive zoning was completed in October .
 - Compliance achieved on one order, compliance ongoing on the second order.
- The new floors for the joint dog containment pound is completed.
- Adopted a By-law To Control and Regulate Crawford Sanitary Sewer and Drainage, and enforce under the PART 1 Provincial Offences Act

2021 OBJECTIVES:



- To train the three newest Officers to Municipal Law Enforcement Officer Association level One. This depends upon 2021 COVID-19 restrictions.
- Convert Dog Control By-Law 2013-33 to approved short form POA Part I wording and obtain provincial approval for set fines.





COVID-19 Response Overview

CORONAVIRUS (COVID-19)

2020 did not come without its challenges; March 17 the province enacted a declaration of emergency due to the COVID-19 Pandemic. Throughout the pandemic, and in addition to carrying out Provincial Orders, The Municipality of McDougall has worked hard to maintain municipal services while protecting the health and well-being of residents, staff, and Council.



Pandemic Timeline

- March 16, 2020 Management Implemented a Pandemic Business Continuity Plan.
- At the March 18, 2020 regular meeting of Council the Municipality of McDougall declared an emergency in accordance with the Emergency Management and Civil Protection Act, 1990 as a result of the COVID-19 (Coronavirus) pandemic in Ontario.
- Workplace sanitization and physical distancing measures implemented.
- March 23, 2020 all facilities closed.
 - Reduced staff, remainder of staff on call.
 - Additional sanitization measures implemented for staff (i.e. designated work spaces).
- April 16 2020; first electronic council meeting via zoom.
- April 25 2020; Municipality restricted the use of George Hunt Ramp to McDougall Residence only.
- June 15 staff back to full time hours on site, detailed operations plan for all staff.
- July 7 Administration office opened to the public with restrictions on entry.
- August 2020, electronic Council meetings allowed for quorum of Council members to attend in person.
- September 29, 2020, operations plan update, persons at the front counter will be reduced to one person at a time . Council return to full virtual meetings. Staff must wear mask when away from work station.
- October 6 2020; Reduced capacity at the MRC to 10 people.
- November 17 2020; CAO working with Public Works on winter work plan for plow operators.

Emergency Control Group

Command Structure

- Incident Command: Tim Hunt, CAO, Director of Operations
- Emergency Information Officer: Lori West, Clerk
- Head of Council: Dale Robinson, Mayor
- Operations Section Chief: Brian Leduc, Fire Chief, CEMC
- Finance / Administration Section Chief: Erin Robinson, Treasurer

Objectives for this Operational Period

- Establish communications and information sharing with partners.
- Develop and maintain situational awareness with all departments and all partners.
- create physical distancing between staff and between staff and customers.

Future Outlook

ECG will continue watch COVID-19 very closely, and decide together on future measures for the safety of the Municipality of McDougall.





Questions?



MUNICIPALITY OF MCDOUGALL

2021 Preliminary Budget Outlook

Presented By:

ERIN ROBINSON

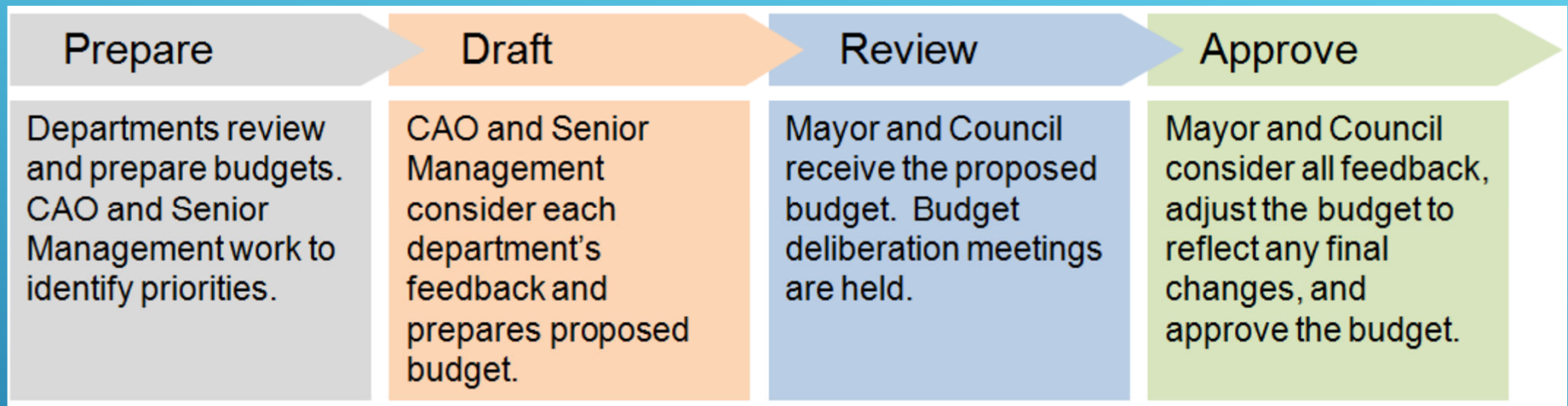
BCOMM., CPA, CGA

Treasurer

2021 BUDGET GUIDELINES

- ▶ Requesting Council Direction for Budget Guidelines
 - ▶ To plan for similar levels of service as provided in the 2020 fiscal year
 - ▶ To plan for a municipal tax increase to cover inflationary pressures
 - ▶ To continue to support core services (Policing, DSSAB, Health Unit, EMS, Belvedere, Planning Board)
 - ▶ To continue to support non-core services (Library, Museum, Industrial Park, Econ. Development, CBDC)
 - ▶ To fund mandatory reserves for future capital expenditures
 - ▶ To explore cost reduction strategies while maintaining service levels
 - ▶ To explore capital grant and funding opportunities
 - ▶ Have planned capital projects ready for grant opportunities with upper levels of government

2021 BUDGET TIMELINE



- ▶ Prepare – December 2019
- ▶ Draft – January/February 2020
- ▶ Review – March 2020
- ▶ Approve – March/April 2020

ECONOMIC OUTLOOK

- ▶ Unemployment Rate: Improving throughout 2020 8.9% (2019 – 5.5%)
- ▶ Inflation: CPI September 2019 to September 2020 at 0.5%.
- ▶ Bank of Canada Interest Rates: currently holding at 0.25%
 - ▶ Bank of Canada wary of global slowdown due to COVID-19 and economic uncertainty
 - ▶ Rate increases are inevitable should exports & investment increase and expansion of the market are experienced
- ▶ Canadian Dollar: We now expect the Canadian dollar to end 2020 at 77 US cents.

MPAC OUTLOOK

- ▶ The Ontario government postponed our 2020 Assessment Update due to COVID-19 and 2021 property values will continue to be based on the current legislated valuation date, January 1, 2016.

The government's decision to postpone the Assessment Update but did not provide a future date for the next reassessment.

- ▶ In 2021, we will have the same assessment base as 2020 apart from any new assessment received from supplemental billings.

MCDOUGALL 2021 TAX RATE PROJECTIONS

Percentage Increase	Current Rate	Proposed Rate	Assessment Value	Annual Municipal Tax Bill Increase
1.00%	0.571488%	0.577203%	\$ 300,000	\$ 17.14
2.00%	0.571488%	0.582918%	\$ 300,000	\$ 34.29
3.00%	0.571488%	0.588633%	\$ 300,000	\$ 51.43
4.00%	0.571488%	0.594348%	\$ 300,000	\$ 68.58
5.00%	0.571488%	0.600062%	\$ 300,000	\$ 85.72

Percentage Increase	Current Rate	Proposed Rate	Assessment Value	Annual Municipal Tax Bill Increase
1.00%	0.571488%	0.577203%	\$ 600,000	\$ 34.29
2.00%	0.571488%	0.582918%	\$ 600,000	\$ 68.58
3.00%	0.571488%	0.588633%	\$ 600,000	\$ 102.87
4.00%	0.571488%	0.594348%	\$ 600,000	\$ 137.16
5.00%	0.571488%	0.600062%	\$ 600,000	\$ 171.45

Impact on Municipal Taxation Revenue

Percentage Increase	Projected 2020 Municipal Tax Revenue	Proposed Municipal Tax Revenue Increase	Proposed Municipal Tax Revenue
1.00%	\$ 4,420,651	\$ 44,207	\$ 4,464,858
2.00%	\$ 4,420,651	\$ 88,413	\$ 4,509,064
3.00%	\$ 4,420,651	\$ 132,620	\$ 4,553,271
4.00%	\$ 4,420,651	\$ 176,826	\$ 4,597,477

2021 REVENUE PROJECTIONS

Revenue Source	2020 Revenue	2021 Projection	Percent Change	Rationale
Taxation	\$4,410,465	\$4,420,651	+0.23%	2020 CVA & new growth
OMPF	\$770,900	\$780,400	+1.23%	Received Allocation Notice
OCIF	\$149,179	\$149,179	+0.00%	Estimate
Federal Gas Tax	\$163,937	\$163,937	+0.00%	Schedule of Fund Payments Apr 1, 2019 – November 1, 2023 agreement
Blue Box Funding	\$67,000	\$67,000	+0.00%	Estimate - program changing to full producer responsibility our transition 2025
Henvey Inlet	\$50,000	\$50,000	+0.00%	As per agreement

Assessment at Risk

- 3 open Requests for Reconsideration and 0 ARB Appeals
- CVA tax revenue at risk \$16,967

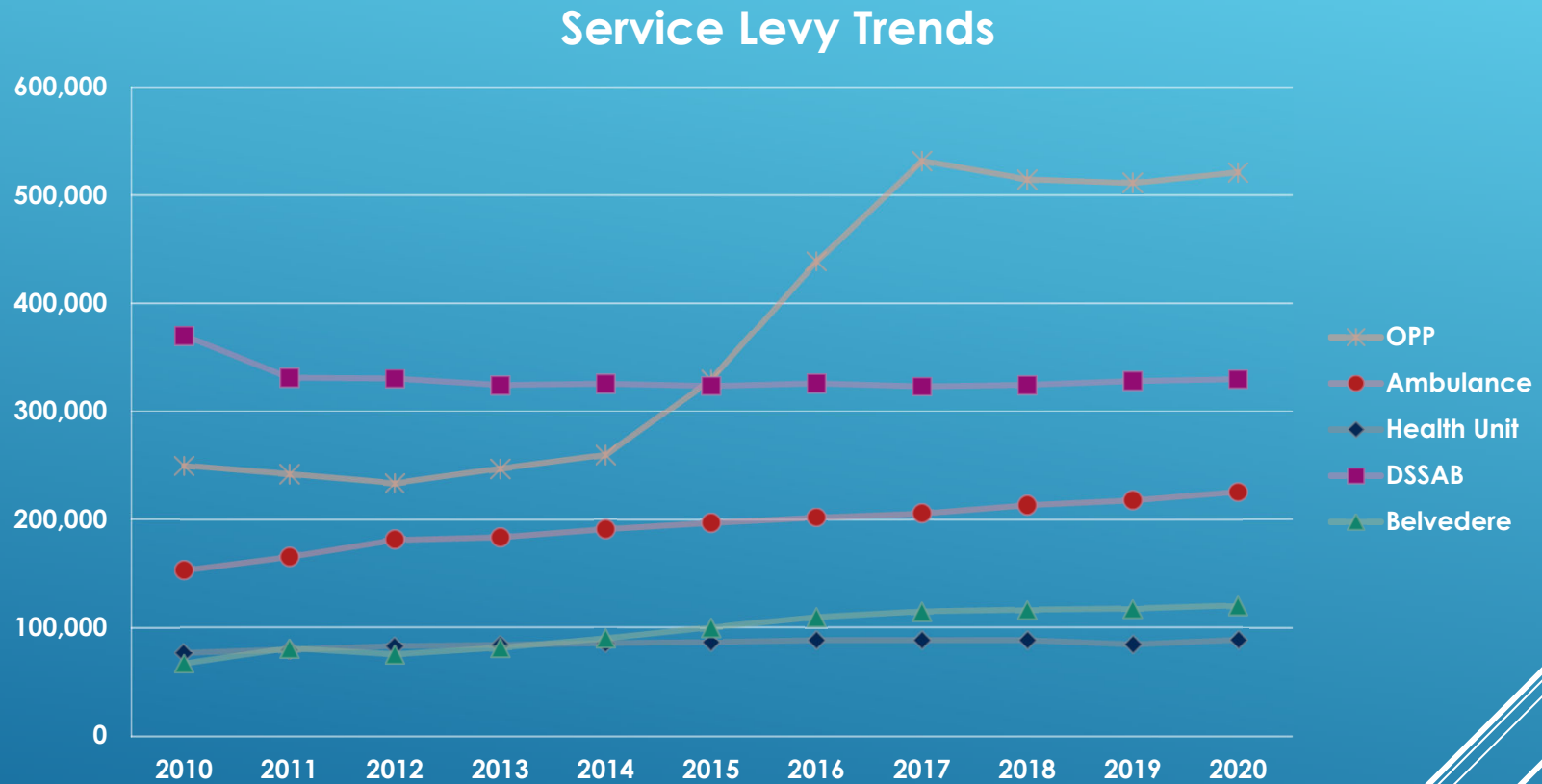
User fees and all other sources of revenue to be discussed during February's Budget Meeting

Municipality of McDougall
2021 Preliminary Budget Outlook

2021 EXPENSE PROJECTIONS

- ▶ We are expecting the majority of operational expenses to remain steady in comparison to 2020 predictions for larger expenses mentioned below:
 - ▶ OPP costs to decrease by 0.2% (~ \$1,155)
 - ▶ Hydro One rates to remain consistent to 2020
 - ▶ Possibility of small increases due to inflationary predictions of 0.5%
 - ▶ Capital Roads Infrastructure Ontario loan & debenture payments consistent to 2020
 - ▶ Analytical forecasts suggest crude prices to remain consistent to 2020
 - ▶ Current cost of recycling program
 - ▶ Railway annual projects \$20,000
 - ▶ New Software annual fees \$10,000

CORE SERVICE LEVY TRENDS



HOW ARE THE LEVY'S CALCULATED?

External Agency	Calculation Factors	Details
MPAC	Current Value Assessment (A) Property Count (B) MPAC Cost Recovery(C)	$[(A+B)/2] \times C$
EMS	Weighted Assessment (Current Year)	
Belvedere Heights	Weighted Assessment (2 years prior from FIR)	
DSSAB	Current Value Assessment	
Health Unit	Population	
OPP	Property Count/Calls for Service	
POA	Population/Households	

2020 CAPITAL PROJECTS CARRIED FORWARD TO 2021

- ▶ There are a few capital projects being carried forward to 2021:
 - ▶ Office Exterior Renovation \$56,626
 - ▶ Nobel Church acquisition \$70,029
 - ▶ Landfill shop - \$338,807
 - ▶ McDougall Rd Culvert – \$80,000

Total Projects to Carry Forward: \$545,462

PRELIMINARY 2021 CAPITAL PROJECTS

- ▶ Lake Forest Drive(Asphalt)
- ▶ 2012 Chevrolet 3500 Truck Replacement
- ▶ Crawford Septic Study
- ▶ Office Exterior Renovations
- ▶ Landfill Shop
- ▶ Nobel United Church Renovations
- ▶ SCBA Replacement Reserve Funding
- ▶ Asset Management Software (90% grant funded)
- ▶ Security system at Office, PW shop, firehalls (insurance inspection requirement)
- ▶ Potential saving for pool reserve (pending grant approval)

THANK YOU

A series of several thin, white, parallel diagonal lines extending from the bottom left towards the top right of the slide, adding a dynamic visual element to the blue gradient background.



November 17, 2020

MEDIA RELEASE

FONOM to hold 2021 Annual Conference Virtually

With an increasing number of Covid-19 cases across the province, FONOM's Board of Directors has opted to move the group's 2021 Annual Conference online.

Planning for the conference, which will be hosted by the City of Timmins, is now underway. The program will include the Board's annual report and finances, engagement by senior levels of government, as well as a presentation on broadband and how our region is contributing to the green economy.

In recognition of the financial pressure municipalities in the region are under, this new virtual format will provide a venue for the Board to connect with its membership at no charge.

"It's important that we stay connected with our membership during this time. Our committee has already started to create content that will be of interest to our region in this new format," said FONOM President Danny Whalen, who was re-elected to the position during the Board's most recent meeting, alongside Paul Schoppmann and Lynn Watson as vice presidents.

In addition to planning for the 2021 annual conference, the FONOM Board has launched a campaign aimed at showcasing Northern Ontario as a healthy place to do business. Supported by FedNor Canada, the GoNorth Campaign involves the creation of eight videos that will be shared through social media with business communities in the GTHA. The first two videos can be viewed at:

<https://www.youtube.com/watch?v=X81-vtsgs0w> and <https://www.youtube.com/watch?v=LUeGyXL2AXk>

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

A handwritten signature in blue ink, appearing to read "Danny Whalen", is positioned above the contact information for the President.

President Danny Whalen
705-622-2479



Community Services

Legislative Services

November 17, 2020

File #120203

The Honourable Doug Ford, Premier of
Ontario
Room 281, Legislative Building,
Queen's Park
Toronto, ON M7A 1A1

The Honourable David Lametti,
Minister of the Attorney General
McMurtry-Scott Building
720 Bay Street, 11th floor
Toronto, ON M7A 2S9

premier@ontario.ca

David.Lametti@parl.gc.ca

Honourable and Dear Sirs:

**Re: City of Hamilton - Request to the Premier and Minister of Attorney General -
Amending the AGCO Process to Consider Radial Separation from other Cannabis
Locations**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of November 16, 2020 received and supported correspondence from the City of Hamilton dated September 8 2020 requesting the Province to consider amending its licensing and application process for Cannabis Retail Stores to consider radial separation from other cannabis locations.

Attached please find a copy of the City of Hamilton's correspondence dated September 8, 2020.

Thank you for your attention to this matter

Yours very truly,

Carol Schofield, Dipl.M.A.

Manager, Legislative Services/Clerk

cschofield@forterie.ca

CS:dlk

c.c.

Fred Elsenberger, Mayor Email: Lisa Kelsey, Legislative Coordinator lisa.kelsey@hamilton.ca

Association of Municipalities of Ontario amo@amo.on.ca

Sam Oosterhoff, MPP, Niagara West sam.oosterhoff@pc.ola.org

Jennie Stevens, MPP, St. Catharines jstevens-QP@ndp.on.ca

Wayne Gates, MPP, Niagara Falls wgates-qp@ndp.on.ca

Jeff Burch, MPP, Niagara Centre jburch-qp@ndp.on.ca

Ontario Municipalities

Mailing Address:

The Corporation of the Town of Fort Erie
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: www.forterie.ca



OFFICE OF THE MAYOR
CITY OF HAMILTON

September 8, 2020

Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Honourable Doug Downey
Attorney General
Ministry of the Attorney General
McMurtry-Scott Building
720 Bay Street, 11th Floor
Toronto, ON M7A 2S9

Subject: **Amending the AGCO Licensing and Application Process for Cannabis Retail Stores to Consider Radial Separation from Other Cannabis Locations**

Dear Premier & Attorney General,

Hamilton City Council, at its meeting held on August 21, 2020, approved a motion, Item 6.1, which reads as follows:

WHEREAS in late 2019 the Province of Ontario announced that the AGCO had been given regulatory authority to open the market for retail cannabis stores beginning in January 2020, without the need for a lottery;

WHEREAS the AGCO has continued to send Cannabis Retail Store applications to the City of Hamilton for the required 15-day comment period,

WHEREAS the City has reviewed 61 Cannabis Retail Store applications for comment since January 2020;

WHEREAS the AGCO does not take into consideration radial separation for Cannabis Retail Stores.

THEREFORE, BE IT RESOLVED:

RECEIVED
NOV 16 2020
/3
BY COUNCIL

- (a) **That the Mayor contact the Premier of Ontario, Ministry of Attorney General, and local Members of Parliament to ask that the Province consider amending its licensing and application process for Cannabis Retail Stores to consider radial separation from other cannabis locations.**
- (b) **That the request be sent to other municipalities in Ontario, including the Association of Municipalities of Ontario for their endorsement.**
- (c) **That Staff be requested to submit heat maps outlining the location of all proposed AGCO Cannabis Retail Store in the City on all AGCO Cannabis Retail Store applications.**

As per the above, we write to request, on behalf of the City of Hamilton, that the appropriate legislative and regulatory changes be made and implemented to the AGCO licensing and application process to take into consideration radial separation for Cannabis Retail Stores as a condition of approval for a license.

Currently the City of Hamilton has reviewed 61 cannabis retail location applications since January 2020. Approximately 12 of these potential locations are within 50m (or less) of each other.

The City of Hamilton appreciates that the AGCO conducts a background search prior to approving any licenses, however the lack of separation between locations poses a community safety issue, as the over saturation in specific area(s)/wards, can negatively impact the surrounding community with increased traffic flow, and an overall "clustering" of stores within a small dense area.

The City of Hamilton is confident that radial separations from cannabis retail locations will have a significant positive impact on the community and allow for its residents to continue to enjoy a safe and healthy community lifestyle.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred Eisenberger", with a stylized flourish at the end.

Fred Eisenberger
Mayor

C: Hon. Donna Skelly, MPP, Flamborough-Glanbrook

Hon. Andrea Horwath, Leader of the Official Opposition, MPP, Hamilton Centre

Hon. Paul Miller, MPP, Hamilton East-Stoney Creek

Hon. Monique Taylor, MPP, Hamilton Mountain

Hon. Sandy Shaw, MPP, Hamilton West-Ancaster-Dundas

November 18, 2020

Doug Ford, Premier
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Sent via email: premier@ontario.ca

To whom it may concern:

Re: Grey Highlands Council resolution re: Bill 229

Please be advised that the following resolution was passed at the November 18, 2020 meeting of the Council of the Municipality of Grey Highlands.

2020-747

Cathy Little, Dane Nielsen

Whereas the Province has introduced Bill 229, Protect, Support and Recover from COVID 19 Act - Schedule 6 – Conservation Authorities Act; and

Whereas the Legislation introduces a number of changes and new sections that could remove and/or significantly hinder the conservation authorities' role in regulating development, permit appeal process and engaging in review and appeal of planning applications; and

Whereas we, the Municipality of Grey Highlands, rely on the watershed expertise provided by local conservation authorities to protect residents, property and local natural resources on a watershed basis by regulating development and engaging in reviews of applications submitted under the Planning Act; and

Whereas the changes allow the Minister to make decisions without CA watershed data and expertise; and

Whereas the Legislation suggests that the Minister will have the ability to establish standards and requirements for non-mandatory programs which are negotiated between the conservation authorities and municipalities to meet local watershed needs; and

Whereas these proposed changes will impact Ontario's ability to adapt to and mitigate the effects of climate change by undermining the work of conservation authorities to keep development out of high risk areas and protect natural infrastructure; and

Whereas municipalities require a longer transition time to put in place agreements with conservation authorities for non-mandatory programs; and

Whereas municipalities believe that the appointment of municipal representatives on conservation authority Boards should be a municipal decision; and the Chair and Vice Chair of the conservation authority Board should be elected as per the discretion of the conservation authority Board; and

Whereas the changes to the 'Duty of Members' contradicts the fiduciary duty of a conservation authority board member to represent the best interests of the conservation authority and its responsibility to the watershed; and

Whereas conservation authorities have already been working with the Province, development sector and municipalities to streamline and speed up permitting and planning approvals through Conservation Ontario's Client Service and Streamlining Initiative; and

Whereas changes to the legislation will create more administrative burden and costs for the conservation authorities, and their municipal partners, and potentially result in delays in the development approval process; and

Whereas the combined contribution of municipal levy and self-generated revenues support 93% of the Grey Sauble Conservation Authority budget; and

Whereas the Provincial contribution to this budget is 7%, the majority of which is for Drinking Water Source Protection; and

Whereas municipalities value and rely on the natural habitats and water resources within our jurisdiction for the health and well-being of residents; municipalities value the conservation authorities' work to prevent and manage the impacts of flooding and other natural hazards; and municipalities value the conservation authority's work to ensure safe drinking water; now

Therefore be it resolved that the Province of Ontario work with conservation authorities to address their concerns by removing Schedule 6 from Bill 229 which affects changes to the Conservation Authorities Act and the Planning Act; and

That the Province of Ontario delay enactment of clauses affecting municipal concerns; and

That the Province of Ontario provide a longer transition period up to December 2022 for non-mandatory programs to enable coordination of conservation authority-municipal budget processes; and

That the Province respect the current conservation authority/municipal relationships; and

That the Province embrace their long-standing partnership with the conservation authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role.

CARRIED.

Sincerely,



Raylene Martell
Director of Legislative Services/Municipal Clerk
Municipality of Grey Highlands

The Municipality of Grey Highlands

206 Toronto Street South, Unit One P.O. Box 409 Markdale, Ontario N0C 1H0
 ☎ 519-986-2811 Toll-Free ☎ 1-888-342-4059 Fax 519-986-3643
 🌐 www.greyhighlands.ca ✉ info@greyhighlands.ca

Cc: Hon. Rod Phillips, Minister of Finance (rod.phillips@pc.ola.org)
Hon. Jeff Yurek, Minister of Environment Conservation and Parks (jeff.yurek@pc.ola.org)
Hon. John Yakabuski, Minister of Natural Resources and Forestry
(john.yakabuski@pc.ols.org)
Hon Bill Walker, MPP (bill.walker@pc.ola.org);
Conservation Ontario (info@conservationontario.ca);
Saugeen Valley Conservation Authority (j.hagan@svca.on.ca)
Nottawasaga Valley Conservation Authority (mleung@nvca.on.ca)
Grey Sauble Conservation Authority (t.lanthier@greysauble.on.ca)
All Ontario Municipalities

The Municipality of Grey Highlands

206 Toronto Street South, Unit One P.O. Box 409 Markdale, Ontario N0C 1H0
☎ 519-986-2811 Toll-Free ☎ 1-888-342-4059 Fax 519-986-3643
🌐 www.greyhighlands.ca ✉ info@greyhighlands.ca



44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 ext 2 Fax: 519-335-6208
www.howick.ca

November 19, 2020

The Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

By email only minister.omafra@ontario.ca

Dear Mr. Hardeman:

Please be advised that the following resolution was passed at the November 17, 2020 Howick Council meeting:

Moved by Councillor Gibson; Seconded by Deputy Reeve Bowman:

Whereas; installing tile drainage is a common land improvement practice among farmers in Ontario and the benefits of tile drainage for crop productivity, farm efficiency and even for reducing environmental impacts have been studied and are generally well known to farmers; and

Whereas; the Tile Loan Program, authorized by the Tile Drainage Act, provides loans to agricultural property owners to help them finance these tile drainage projects; all tile loans have 10-year terms and repayments are made annually; and

Whereas; the provincial government sets the program interest rate at a competitive level which was reduced from 8% to 6% in the fall of 2004 and the loan limit was also increased from \$20,000.00 to \$50,000.00 at the same time; and
Whereas; interest rates have continued to decline over the years and the cost per acre for tile drainage has increased over the years;

Now therefore; be it resolved that Council request the Ontario Ministry of Agriculture, Food and Rural Affairs to consider lowering the interest rate on Tile Drain Loans to 4% and increasing the yearly loan limit to \$100,000; and that this resolution be forwarded to Ontario Ministry of Agriculture, Food and Rural Affairs; MPP Huron Bruce Lisa Thompson; AMO; Land Improvement Contractors of Ontario and Drainage Superintendents of Ontario Association. Carried.

Resolution No. 276/20

If you require any further information, please contact this office, thank you.

Yours truly,

Carol Watson

Carol Watson, Clerk
Township of Howick

cc MPP Perth Wellington Randy Pettapiece
ROMA



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

Honourable Doug Ford, Premier of Ontario,
Queen's Park Legislative Building
1 Queen's Park, Room 281
Toronto, ON M7A 1A1
premier@ontario.ca

November 23, 2020

Dear Honourable Doug Ford;

Please be advised the Council of the Township of Huron-Kinloss at its regular meeting held on November 16, 2020 passed the following resolution;

Re: Copy of Resolution #722

Motion No. 722

Moved by: Jeff Elliott Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Council hereby supports Northumberland County and Town of Wasaga Beach in asking that the Provincial government develop tougher laws with larger financial penalties when dealing with unauthorized car rallies and participants and FURTHER directs staff to forward a copy of this resolution to the Premier of Ontario, the Ministry of the Solicitor General, the Ministry of the Attorney General, the local O.P.P Detachment Commander, AMO and all Ontario Municipalities.

Carried

Sincerely,

Kelly Lush
Deputy Clerk

c.c Ministry of Solicitor General, Ministry of the Attorney General, local O.P.P. Detachment Commander
AMO and all Ontario Municipalities.

RESOLUTION NO. 2020 – 312 **NOVEMBER 25, 2020**

Moved by: Brad Kneller

Seconded by: [Signature]

WHEREAS, the Council of the Municipality of Magnetawan receives the correspondence Town of Parry Sound Supplemental Emergency medical Services Levy;
NOW THEREFORE BE IT RESOLVED that Council authorizes the payment of this supplemental levy;
AND FURTHER THAT the Council of the Municipality of Magnetawan respectfully requests that the Town of Parry Sound tender for EMS services before the current contract expires.

Carried ✓ Defeated _____ Deferred _____

[Signature]
Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

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



*Knowing our heritage
we will build our future.*

Town of Parry Sound EMS Advisory Committee

Open Agenda

Agenda

Date:

November 18, 2020

Time:

7:00pm

Location:

(on-line) ZOOM Meeting

on-line streaming of the meeting please click on the link below.

<https://www.youtube.com/channel/UC4QrR6HjwibWOJRbLwnjcFQ>

Members Present:

Present:

Dave Thompson, Director of Emergency and Protective Services

Recording:

Sheri Skinner, Administrative Assistant

Guest:

Regrets:

Town of Parry Sound EMS Advisory Committee

Open Agenda

1. Agenda

Moved by

Seconded by

That pursuant to Section 239(2) of the Municipal Act, R.S.O. 2001, Chapter 25, as amended, the EMS Advisory Committee move to a meeting closed to the public in order to address a matter(s) pertaining to:

- i. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; EMS HR issues
- k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; contract negotiations with WPSHC

1.1 Additions to Agenda

1.2 Prioritization of Agenda

1.3 Adoption of Agenda

Moved by

Seconded by

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

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Minutes and Matters Arising from Minutes

2.1 Adoption of Minutes

Moved by

Seconded by

That the Minutes of the August 18, 2020 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

3. Correspondence

EMS Supplemental Levy

3.1.1 McKellar letter dated October 19, 2020

3.1.2 Whitestone letter dated October 21, 2020

3.1.3 Magnetawan letter dated November 2, 2020

4. Deputations

5. Emergency Services Director's Report

Moved by

Seconded by

That the Emergency Services Director's Report dated November 18, 2020 be accepted as submitted.

6.0 Reports

6.1 EMS Statistical Report - September 2020

6.2 EMS Night Call Statistics - September 2020

6.3 EMS Vehicle Inventory - September 2020

7. Ratification of Matters from Closed Agenda

8. Other Business

8.1 R&R EMS Humphrey Base-AD2020

Resolution

Moved by

Seconded by

That the EMS Advisory Committee supports the staff recommendation in report R&R EMS Humphrey Base-AD2020 to enter into an Agreement with the Township of Seguin for the use of a portion of the Humphrey Fire Hall as an EMS base.

8.2 R&R 2021 Land Ambulance Budget -AD2020

8.2.1 ATT#1 2021 Land Ambulance Budget-AD2021

Resolution

Moved by

Seconded by

That the EMS Advisory Committee recommends the Town of Parry Sound council approve the 2021 Land Ambulance Operating Budget with a 4.85% levy increase over the 2020 approved budget in a total amount of \$9,986,873: and That a Land Ambulance Capital Budget be approved in the amount of \$460,000 to be funded from the EMS Capital Reserve Fund.

Town of Parry Sound EMS Advisory Committee

Open Agenda

9. Dispatch Update

10. Business Plans

11. Adjournment



Township of McKellar

701 Hwy #124, P.O. Box 69, McKellar, Ontario P0G 1C0

Phone: (705) 389-2842

Fax: (705) 389-1244

October 19, 2020

Dave Thompson
Director of Emergency & Protective Services
Town of Parry Sound
52 Seguin Street
Parry Sound, ON P2A 1B4

Dear Mr. Thompson,

Re: Supplemental Emergency Medical Services Levy

The Council of the Township of McKellar passed the following resolution at the Regular Meeting of Council on October 13, 2020.

Moved by: Councillor Carmichael
Seconded by: Councillor Ancinelli

WHEREAS the Township of McKellar received correspondence from the Town of Parry Sound regarding a Supplemental Emergency Medical Services Levy indicating cost overruns have occurred due to significant increases in needed Personal Protective Equipment, COVID related sick time and overtime costs associated with sick time;

AND WHEREAS there is a request for funding from the contributing municipalities in the total additional amount of \$450,000 apportioned to each municipality with the Township of McKellar's share invoiced at \$21,345.59 in additional costs and EMS summer upstaff shift to operate until October 13, 2020 per Town of Parry Sound correspondence dated September 9, 2020;

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


AND WHEREAS the Township of McKellar has experienced its own increased costs due to COVID-19 and has received funds from the Safe Restart Funding – Phase 1,

AND WHEREAS there may be additional costs to the Township due to the nature of the COVID-19 Pandemic;

NOW THEREFORE the Township of McKellar does hereby support the Municipality of Magnetawan Resolution No. 2020-139, dated September 23, 2020;

AND FURTHER THAT the Township of McKellar does not authorize the payment of the levy at this time.

Regards,


Ina Watkinson
Acting Deputy Clerk

Encl

TOWNSHIP OF MCKELLAR

DATE: October 13, 2020

RESOLUTION No. 20- 386

Moved by: Marco Ancinelli ☐
Don Carmichael ☒
Morley Haskim ☐
Mike Kekkonen ☐

Seconded by: Marco Ancinelli ☒
Don Carmichael ☐
Morley Haskim ☐
Mike Kekkonen ☐

WHEREAS the Township of McKellar received correspondence from the Town of Parry Sound regarding a Supplemental Emergency Medical Services Levy indicating cost overruns have occurred due to significant increases in needed Personal Protective Equipment, COVID related sick time and overtime costs associated with sick time;

AND WHEREAS there is a request for funding from the contributing municipalities in the total additional amount of \$450,000 apportioned to each municipality with the Township of McKellar's share invoiced at \$21,345.59 in additional costs and EMS summer upstaff shift to operate until October 13, 2020 per Town of Parry Sound correspondence dated September 9, 2020;

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

AND WHEREAS the Township of McKellar has experienced its own increased costs due to COVID-19 and has received funds from the Safe Restart Funding – Phase 1;

AND WHEREAS there may be additional costs to the Township due to the nature of the COVID-19 Pandemic;

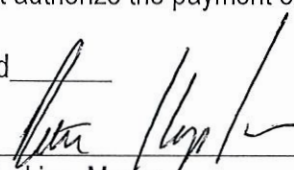
NOW THEREFORE the Township of McKellar does hereby support the Municipality of Magnetawan Resolution No. 2020-139, dated September 23, 2020;

AND FURTHER THAT the Township of McKellar does not authorize the payment of the levy at this time.

Carried ☒

Defeated ☐

Deferred ☐


Peter Hopkins, Mayor

DIVISION VOTE

	YEA	NAY
Councillor Marco Ancinelli	_____	_____
Councillor Don Carmichael	_____	_____
Councillor Morley Haskim	_____	_____
Councillor Mike Kekkonen	_____	_____
Mayor Peter Hopkins	_____	_____



General Delivery, 21 Church Street
Dunchurch, Ontario P0A 1G0
Phone 705-389-2466 ~ Fax 705-389-1855

www.whitestone.ca
E-mail: info@whitestone.ca

October 21, 2020

Fire Chief Dave Thompson
Town of Parry Sound
52 Sequin Street
Parry Sound, ON
P2A 1B4

Dear Fire Chief Thompson:

Re: EMS Supplemental Levy

At the October 5, 2020 regular meeting of Council, the following resolution was passed.

Resolution No. 2020-311

Moved by: Councillor Joe Lamb

Seconded by: Councillor Brian Woods

13.1 Supplementary EMS Levy

THAT the Council of the Municipality of Whitestone does hereby question the Supplementary EMS Levy for reasons similar to those of the Municipalities of Magnetawan and Machar.

Yours truly,
MUNICIPALITY OF WHITESTONE

Judith Meyntz
Deputy Clerk

JMM/tms

Encl. Municipality of Magnetawan Resolution
Township of Machar Resolution

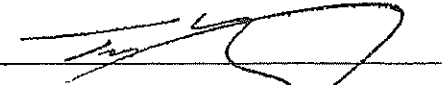
Corporation of the
**Municipality
of
Magnetawan**

Incorporated 2000 District of Parry Sound

Tel: (705) 387-3947
Fax: (705) 387-4875
www.magnetawan.com

P.O. Box 70, Magnetawan, Ontario P0A 1P0

RESOLUTION NO. 2020 - 139 SEPTEMBER 23, 2020

Moved by: 

Seconded by: 

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

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

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

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

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


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

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

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

AND THAT this resolution be forwarded to partner Municipalities.

Carried ☒ Defeated ☐ Deferred ☐


Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

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

J

TOWNSHIP OF MACHAR

Resolution Number: 145-20

Moved By: Neil Scarlett

Seconded By: Ron McLaren

Sep 28, 2020

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

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

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

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

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

NOW THEREFORE THAT we support the Municipality of Magnetawan's Resolution No. 2020-139 passed Sep 23, 2020 that the Town of Parry Sound should petition the Province for these funds rather than a Supplemental Levy to the municipalities now or in the future,
AND FURTHER THAT we not support the Supplemental Levy to municipalities.

Carried by: Lynne Carleton

Lost by: _____

November 02, 2020

Dave Thompson, Director of Emergency and Protective Services
Town of Parry Sound
52 Seguin Street
Parry Sound, ON P2A 1B4

Dear Mr. Thompson:

Please be advised that the Council of the Municipality of Magnetawan at its meeting on October 14, 2020 passed the following resolution in response to your correspondence regarding the **Supplemental Emergency Medical Services Levy**:

WHEREAS the Council of the Municipality of Magnetawan thanks Dave Thompson, Director of Development and Protective Services/Fire Chief for his correspondence regarding the supplemental EMS levy;

AND WHEREAS, Council has reviewed the correspondence and Report to the Town of Parry Sound EMS Advisory Committee;

NOW THEREFORE BE IT RESOLVED THAT Council directs Staff to write a letter to the Town of Parry Sound to advise if the Province's share in the EMS budget is 50%, have the previous years' deficits been covered same and is the anticipation that the Province will be covering their 50% portion of the deficit for 2020

AND FURTHERMORE, Council requests that any supplemental levies be payable over a minimum 2 year period.

Thanks for your attention to this matter and we look forward to your response,

Best Regards,



Kerstin Vroom
CAO/Clerk

Directors Report for the EMS Advisory Committee

November 13, 2020

Prepared by Dave Thompson, Director of Development and Protective Services

Supplementary Levy:

Significant concern over the supplementary levy was expressed by a number of municipalities. Specific resolutions were received either to the Directors attention (attached to the agenda) or directly to the Clerk and Council of the Town of Parry Sound. Resolutions expressing concern were specifically received from Carling, Kearney, Magnetawan, Machar, Whitestone and McKellar.

At this time the municipalities of Callander, Carling, Kearney, Machar, Magnetawan, McKellar, McMurrich/Monteith, Ryerson and Whitestone have not forwarded their payment. These municipalities have been provided with an additional notice. Committee members are asked to consult with your municipalities who have not provided payment to determine what is required to resolve this outstanding issue.

Seguin Station: Seguin Station, officially named Humphrey Station, has been completed and is occupied by paramedics. Staff are very happy with the accommodations and Seguin Township has been extremely accommodating with the transition from Horseshoe Lake to Humphrey. The only outstanding issue is the lease agreement which is on this agenda for consideration. This station upgrade has been a very financially effective relocation.

Argyle Station: Base conditions at Argyle remain less than optimal. Financial limitations are a consideration as we move into the future in the Argyle area. . Staff will continue to explore options that may be appropriate and financially sound.

Emergency Health Services Modernization: This issue has been temporarily shelved by the province as the world deals with COVID-19. Staff expect that it will be raised again once the pandemic stabilizes however with the experience gained in the Health Care Sector over the past 8 months the provinces outlook may be considerably different than prior to the pandemic.

MOH funded program enhancements: The EMS Manager, Frank May, has been working diligently on three temporary program enhancements that are 100% funded by the province.

1. Mobile COVID-19 testing; Six-month funding for Mobile COVID testing has been provided by Ontario Health North for District wide testing. Currently, two days a week testing is

provided in Burks Falls and Sundridge through partnerships with the municipalities, WPSHC and the Health Unit. The other three days of the week is spent at the Parry Sound Assessment Centre or otherwise throughout the District. Staff expect that upon distribution of a vaccine, this program will morph into a mobile vaccination program and will extend beyond the six-month funding window and may additionally expand beyond the current complement of staff. It is important to note that without the commitment to this program residents of East Parry Sound would be travelling to Muskoka or North Bay for testing or not getting tested at all.

2. COVID remote monitoring in conjunction with the Community Paramedicine program has been expanded. This includes COVID wellness clinics. This is a six-month trial program that may be extended as long as COVID is a health care issue in Ontario. The main thrust with this program is to be monitoring remote and vulnerable populations during COVID diagnosis to reduce the demand on the Health Care system.
3. Ontario Health North is also funding a program for Alternative Level of Care by paramedics for individuals who are on wait lists for Long Term Care facilities. This program is an attempt to reduce costs and demands on the Long-Term Care system. The expectation is that this six-month funded program will may also be extended based on the systemic cost benefits as well as the Quality of Life improvements of keeping patients in their homes.

These opportunities are being offered to many EMS Services however very few Services have the robust Community Paramedicine program that Parry Sound District has put in place and the ability and expertise to implement the programs in a timely manner.

Frank May's dedication in identifying and pursuing these opportunities and the Paramedics buy in to providing these programs needs to be commended and also demonstrates some of the Value-Added aspects of our partnership for EMS delivery with the West Parry Sound Health Centre. Those programs are assisted immensely by the extensive Health Care infrastructure and management that is provided by the hospital.

Parry Sound District EMS
Statistical Report - September 2020

Call Volume

	Parry Sound			Pointe Au Baril			Humphrey			Burks Falls			South River			Powassan			Argyle			District Calls			
	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2020 YTD	Sep-19	Sep-20	2019 YTD	2020 YTD
Code 1	35	28	225	3	2	22	12	17	102	0	2	8	1	6	20	1	4	11	0	0	3	52	59	402	391
Code 2	12	7	87	0	1	13	4	0	7	0	0	6	2	0	6	3	3	11	0	0	0	21	11	176	130
Code 3	66	48	485	6	4	46	6	20	105	22	20	147	17	16	141	10	12	118	2	5	34	129	125	982	1,076
Code 4	128	132	1,066	16	16	156	28	32	233	48	61	546	45	57	439	66	37	423	15	10	126	346	345	3,023	2,989
Total Calls	241	215	1,863	25	23	237	50	69	447	70	83	707	65	79	606	80	56	563	17	15	163	548	540	4,583	4,586
Code 7	57	48	396	14	20	117	13	17	148	20	24	187	8	13	120	15	13	102	7	3	61	134	138	1,052	1,131
Code 8	11	25	172	22	42	246	64	64	607	12	10	108	0	0	29	16	19	141	25	21	218	150	181	1,418	1,521
Code 9	4	7	42	1	1	5	0	0	0	3	2	17	4	3	27	2	2	13	1	1	8	15	16	155	112
Long Distance Transfers	21	16	177	1	2	18	14	10	78	2	4	20	1	3	13	3	0	18	0	0	6	42	35	404	330
Out of District Calls	4	4	21	0	0	0	2	0	7	0	1	15	1	1	10	3	1	20	1	0	5	11	7	78	78

Kilometres Travelled	
1	10
2	20
3	30
4	40
5	50
6	60
7	70
8	80
9	90
10	100

[illegible]

Response Times

	Parry Sound		Pointe Au Baril		Humphrey		Burk's Falls		South River		Powassan		Argyle			CTAS	Target Time	2020 Target	2020 YTD Actual
	Sep-19	Sep-20	Sep-19	Sep-20	Sep-19	Sep-20	Sep-19	Sep-20	Sep-19	Sep-20	Sep-19	Sep-20	Sep-19	Sep-20					
Average	9.27	10.36	16.73	19.65	9.83	14.17	16.54	13.82	13.68	10.30	13.89	13.44	24.38	25.89		SCA	6 minutes	30%	25%
Call Backs	1	3	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	8	2		1	8 minutes	35%	40%
PRU Calls	9	1	n/a	n/a	n/a	n/a	n/a	n/a	6	5	n/a	n/a	n/a	n/a		2	11 minutes	50%	53%
																3	12 minutes	55%	54%
																4	13 minutes	60%	66%
																5	15 minutes	75%	73%
Notes: Argyle, Powassan & South River are dispatched by North Bay CACC. Parry Sound, Humphrey, Pointe Au Baril & Burks Falls are dispatched Parry Sound ACS.																			

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

[illegible]

Parry Sound District EMS
Statistical Report - September 2020

Training

Human Resources

Manager - 1
Supervisors - 3
Clerical Staff - 1
CP Program - 2
Full Time Medics - 44
Part Time Medics - 26
Temp PT Medics - 2
Total Staff - 79

Vehicles

- Normal Maintenance and Inspections were provided

Quality Assurance/Incident Report

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

General Interest

- Covid protocols continue to be followed by all staff

Distribution:

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

Parry Sound District EMS Response Time Standards - September 2020																																		
	Parry Sound				Pointe Au Baril				Humphrey				Burk's Falls				South River				Powassan				Argyle				Total					
	Sep-19		Sep-20		Sep-19		Sep-20		Sep-19		Sep-20		Sep-19		Sep-20		Sep-19		Sep-20		Sep-19		Sep-20		Sep-19		Sep-20		Sep-19		Sep-20			
	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved	# of Calls	% Achieved		
SCA (6mins, 30% of time)	1	0%	2	0%	0	0%	1	0%	0	0%	0	0%	0	0%	1	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	0	0%	1	0%	4	0%
CTAS 1 (8mins, 35% of time)	3	0%	5	60%	1	100%	2	50%	1	0%	0	0%	0	0%	2	0%	1	0%	3	33%	0	0%	0	0%	1	0%	0	0%	6	17%	11	36%		
CTAS 2 (11mins, 50% of time)	30	77%	31	55%	4	75%	3	67%	6	67%	7	29%	14	21%	13	23%	13	31%	16	75%	12	42%	6	17%	4	25%	9	56%	80	53%	84	49%		
CTAS 3 (12mins, 55% of time)	71	72%	72	68%	11	36%	8	25%	16	69%	20	50%	32	31%	37	65%	32	63%	37	76%	42	50%	26	42%	9	22%	4	25%	207	56%	203	61%		
CTAS 4 (13mins, 60% of time)	40	68%	43	79%	2	0%	1	0%	8	88%	10	60%	13	23%	17	29%	7	29%	11	82%	11	64%	12	67%	2	100%	2	100%	81	57%	96	67%		
CTAS 5 (15mins, 75% of time)	30	90%	16	88%	3	67%	4	100%	3	33%	9	89%	6	33%	4	75%	2	50%	1	0%	8	25%	2	50%	2	50%	0	0%	54	67%	35	83%		
*blue indicates that target time was met																																		

CTAS	Target Time	2020 Target	2020 YTD Actual
SCA	6 minutes	30%	25%
1	8 minutes	35%	40%
2	11 minutes	50%	53%
3	12 minutes	55%	54%
4	13 minutes	60%	66%
5	15 minutes	75%	73%



Code 8 Calls

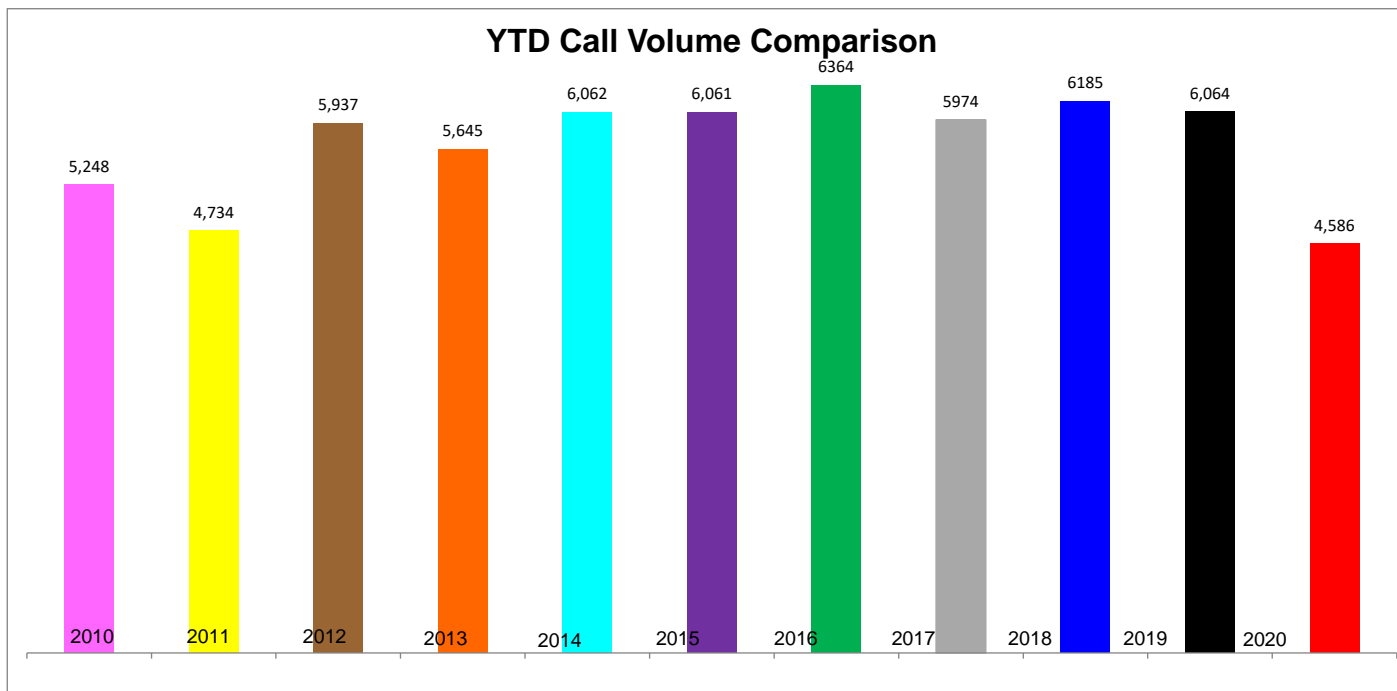
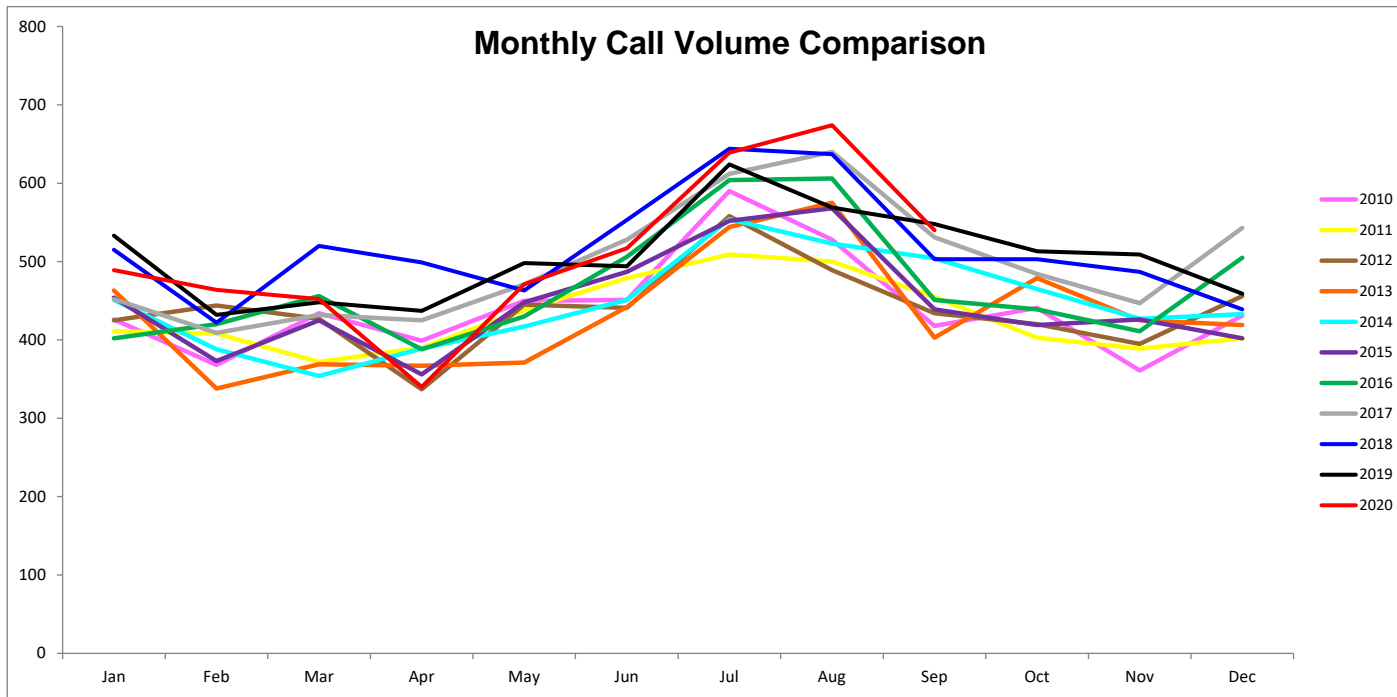
	Parry Sound		Pointe Au Baril		Humphrey		Burks Falls		South River		Powassan		Argyle		Total	
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020
January	30	10	20	21	61	69	13	11	4	6	44	8	46	21	218	146
February	20	5	13	5	56	62	9	10	5	7	21	11	16	14	140	114
March	27	11	20	24	55	54	11	10	0	6	13	20	16	27	142	152
April	8	7	17	12	64	43	14	11	4	1	11	8	13	18	131	100
May	23	28	25	27	79	61	10	15	1	1	12	16	17	19	167	167
June	16	26	24	35	67	75	10	13	1	1	15	23	0	29	133	202
July	11	30	32	42	80	80	15	16	3	3	24	18	24	34	189	223
August	28	30	23	38	59	99	11	12	7	4	14	18	6	35	148	236
September	11	25	22	42	64	64	12	10	0	0	16	19	25	21	150	181
October															0	0
November															0	0
December															0	0
Total	174	172	196	246	585	607	105	108	25	29	170	141	163	218	1418	1521



Parry Sound District EMS - Public Relations Hours

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

Parry Sound EMS - Call Volume



Parry Sound District EMS - Monthly Night Calls - 2020

	Parry Sound Night Calls							Burks Falls Night Calls							Powassan Night Calls							South River Night Calls							Total Night Calls	Total YTD Night Calls	
	(23:00-04:00)		(04:00-07:00)		Total Parry Sound Night Calls			(19:00-04:00)		(04:00-07:00)		Total Burks Falls Night Calls			(19:00-04:00)		(04:00-07:00)		Total Powassan Calls		Night	(19:00-04:00)		(04:00-07:00)		Total South River Night Calls					
	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total	All Other	Code 8's	All Other	Code 8's	All Other	Code 8's	Total			
January	25	0	14	0	39	0	39	18	4	0	0	18	4	22	22	4	3	0	25	4	29	17	6	2	0	19	6	25	115	115	
February	24	0	17	1	41	1	42	16	5	2	0	18	5	23	19	3	5	0	24	3	27	21	7	2	0	23	7	30	122	237	
March	20	0	16	0	36	0	36	25	6	5	1	30	7	37	15	4	6	0	21	4	25	12	3	4	0	16	3	19	117	354	
April	19	0	14	0	33	0	33	11	5	1	1	12	6	18	15	2	2	0	17	2	19	20	1	1	0	21	1	22	92	446	
May	32	8	12	0	44	8	52	28	7	4	0	32	7	39	16	3	6	0	22	3	25	19	1	4	0	23	1	24	140	586	
June	28	16	16	1	44	17	61	30	5	5	0	35	5	40	17	4	3	1	20	5	25	25	0	3	0	28	0	28	154	740	
July	39	16	15	0	54	16	70	34	7	8	1	42	8	50	16	3	15	0	31	3	34	17	1	6	0	23	1	24	178	918	
August	35	11	25	0	60	11	71	31	7	5	1	36	8	44	29	8	2	0	31	8	39	21	1	4	0	25	1	26	180	1098	
September	31	15	10	0	41	15	56	25	4	9	1	34	5	39	16	7	2	2	18	9	27	15	0	5	0	20	0	20	142	1240	
October					0	0	0					0	0	0					0	0	0					0	0	0	0	1240	
November					0	0	0					0	0	0					0	0	0					0	0	0	0	1240	
December					0	0	0					0	0	0					0	0	0					0	0	0	0	1240	
Total Calls	253	66	139	2	392	68	460	218	50	39	5	257	55	312	165	38	44	3	209	41	250	167	20	31	0	198	20	218	1,240	1,240	
Avg/Month - 51.11							Avg/Month - 34.67							Avg/Month - 27.78							Avg/Month - 24.22										

Parry Sound District EMS Vehicle Inventory - Sept 30/20

STATION LOCATION	MOH ISSUE #	CALL SIGN	MAKE	MODEL	LICENCE #	SERIAL #	DATE IN SERVICE	FUEL TYPE	VEHICLE TYPE	CONV. CO.	Avg Fuel Cost/Km	Avg Maint. Cost/Km	MILEAGE	54 MONTHS	60 MONTHS	72 MONTHS
Parry Sound	19-003	5226	Ford	02 MOD	AZ 37722	1FDWE3FS4KDC17399	May-19	Gas	D	Crestine	0.24	0.10	64,139	17		
Parry Sound	16-002	5259	Ford	02 MOD	AV 38169	1FDWE3FS9GDC36361	17-Mar-16	Gas	D	Crestine	0.23	0.29	189,160	55		
Parry Sound	17-001	5260	Ford	02 MOD	AR 72031	1FDWE3FS7HDC17079	21-Mar-17	Gas	D	Crestine	0.23	0.17	198,508	43		
Parry Sound	17-002	5261	Ford	02 MOD	AR 72016	1FDWE3FS7HDC20936	13-Mar-17	Gas	D	Crestine	0.27	0.19	177,825	43		
Parry Sound	17-003	5262	Ford	02 MOD	AR 72015	1FDWE3FS9HDC20937	9-Mar-17	Gas	D	Crestine	0.24	0.34	153,812	43		
Parry Sound	18-003	5320	Chev	Silverado	AX 39218	3GCUKREC6JG474518	01-Feb-19	Gas	HT	Roland	0.17	0.05	40,927	19		
Parry Sound	05-001	ESU Trailer #1	Pace	2900lb S Axle	C50 48E	40LFB12165P119518	May-06	n/a	n/a	In House	n/a	n/a	n/a	n/a	n/a	n/a
Pointe Au Baril	16-001	5258	Ford	02 MOD	AM 76948	1FDWE3FS7GDC36360	28-Mar-16	Gas	D	Crestine	0.23	0.12	242,256	55		
Burks Falls	18-002	5277	Ford	02 MOD	AW 76737	1FDWE3FS6JDC12879	1-Jun-18	Gas	D	Crestine	0.23	0.29	90,826	27		
Burks Falls	20-001	5288	Ford	02 MOD	BC 68116	1FDWE3FSOKDC46138	1-Jun-20	Gas	D	Crestine	0.26	0.16	19,632	4		
South River	19-002	5225	Ford	02 MOD	AZ 37724	1FDWE3FSXKDC20355	May-19	Gas	D	Crestine	0.22	0.09	75,551	17		
South River	20-002	5289	Ford	02 MOD	BC 68117	1FDWE3FS2KDC46139	01-Jun-20	Gas	D	Crestine	0.25	0.17	22,510	4		
South River	13-003	5317	Ford	F150	BC 25161	1FTFW1EFXDFD29318	25-Nov-13	Gas	HT	Roland	0.14	0.11	183,724			83
South River	16-003	5322	Dodge	RAM	AN 59640	1C6RR7FT3GS328946	Nov-16	Gas	HT	Crestine	0.15	0.07	82,208	46		
South River	07-003	ESU Trailer #2	Car-Mate	5000lb T Axle	D79 22T	5A3C16D07L003635	May-07	n/a	n/a	Ferno	n/a	n/a	n/a	n/a	n/a	n/a
Powassan	19-001	5224	Ford	02 MOD	AZ 37723	1FDWE3FS8KDC20354	May-19	Gas	D	Crestine	0.22	0.08	57,357	17		
Powassan	17-004	5270	Ford	02 MOD	AV 38174	1FDWE3FS8HDC74309	Feb-18	Gas	D	Crestine	0.24	0.05	132,765			105
Argyle	18-001	5276	Ford	02 MOD	AW 76738	1FDWE3FS4JDC12878	21-May-18	Gas	D	Crestine	0.23	0.09	93,521	28		

*Total Vehicles = 16

*Total ESU Trailers = 2

Average Cost	0.22	0.14
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The Corporation of the Town of Parry Sound

Council Report and Recommendation

Open or Closed Agenda

Open

Section 239 (2), Municipal Act Subsection:

Council Meeting Date:

December 1, 2020

Subject:

EMS Lease of a portion of the Humphrey Fire Hall

TOMRMS File Number:

L14 - EMS Bases

Spokesperson(s) Name and Title:

Dave Thompson, Director of Development and Protective Services

Department:

Development and Protective Services

Purpose of Report:

To gain approval to enter into an Agreement with the Township of Seguin for the use of a portion of the Humphrey Fire Hall as an EMS base

Determination for Council:

By-law:

Being a By-law to authorize the execution of an agreement between the Township of Seguin and the Corporation of the Town of Parry Sound for the lease of a portion of the Humphrey Fire Hall for an EMS Base.

Identify Relationship to Strategic Priorities:

Core Service - Yes

Key Stretch Goal or Core Service Improvement Goal - No

New Service, Project or Program - No

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

Background:

Previous approvals have been gained to move the Seguin EMS base to the Village of Humphrey. Seguin Township undertook renovations at the Humphrey Fire Hall in early 2020 with the EMS crew having moved into the renovated space in late Spring 2020.

Seguin has conducted their financial reconciliation of the project and an agreement needs to be executed to pay back the renovation costs as well as enter into a new five year lease agreement.

Seguin is maintaining the previous lease costs of \$400.00 per month for the EMS space. Additionally, \$521.71 per month is required to repay the lease hold improvements over the 5 years. The total lease hold improvements totaled \$30,143.22 and with interest over 5 years the total repayment is \$31,302.60.

Including the lease hold improvements in the lease costs makes these costs operational and therefore eligible for 50% Ministry of Health funding.

Staff Recommendation:

To enter into a lease agreement with Seguin Township for the renovated base in Humphrey and repay the lease hold improvements as monthly payment over 5 years.

Advantages and/or Disadvantages of Staff Recommendation:

New modern EMS Base strategically located in Seguin

Alternatives:

n/a. Previous MOU has been executed to authorize this process

Cost/Financial Impact:

Base lease amount remains the same. Leasehold improvements repayment requires an expenditure of \$521.71 over the 5-year lease agreement.

Included in Current Budget:

Yes

Attachments:

ATT#1 Draft By-law authorizing execution of the agreement

(Accessible format available upon request)

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

Recommends Council consider staff recommendation with the following comments:



The Corporation of the Town of Parry Sound

Council Report and Recommendation

Open or Closed Agenda

Section 239 (2), Municipal Act Subsection:

Council Meeting Date:

December 1, 2020

Subject:

2021 Land Ambulance Budget

TOMRMS File Number:

F05 - Budgets and Estimates

Spokesperson(s) Name and Title:

Dave Thompson, Director of Development and Protective Services

Department:

Development and Protective Services

Purpose of Report:

To gain approval for the 2021 Land Ambulance Budget

Determination for Council:

Resolution:

That upon the recommendation of the EMS Advisory Committee the 2021 Land Ambulance Operating Budget be approved with a 4.85% levy increase over the 2020 approved budget in a total amount of \$9,986,873: and That a Land Ambulance Capital Budget be approved in the amount of \$460,000 to be funded from the EMS Capital Reserve Fund.

Identify Relationship to Strategic Priorities:

Core Service - Yes

Key Stretch Goal or Core Service Improvement Goal - No

New Service, Project or Program - No

Does This Item Relate to Council's Strategic Priorities? Organizational Excellence

Background:

The 2021 Land Ambulance Budget has significant financial challenges. Managing increased costs in sick time and WSIB claims as well as the continued fall out of the ongoing impacts of the COVID-19 emergency have necessitated an increase of 4.85% to the budget over the 2020 Land Ambulance Budget (not including the supplementary levy) to maintain the existing level of service.

The budget was developed under the main premise that there will be no increases or decreases to the existing level of service. Recognizing that wages are the main driver of the Land Ambulance budget the only meaningful method to impact the budget increase is through reduction of in-service ambulance hours. The EMS Advisory Committee has been steadfast in its position to not reduce in service hours.

To provide context to increases in the Land Ambulance budget it can be recognized that a 1% decrease/increase in the municipal levy is equal to cost savings/investments of \$41,400.

The main component of the increases can be found in Sick Time. In projecting a realistic budget staff have utilized the 2020 experience for a baseline. COVID-19 has demonstrated that sick time trends are increasing as staff are required to stay at home if demonstrating symptoms. This alone accounts for 3% of the increase. Other Budget drivers include station maintenance, increases to Ministry of Health required training and medical supplies and Personal Protective Equipment.

The Land Ambulance service does have some service level increases that do not impact the budget. External, 100% funding has been provided by for a Mobile COVID testing service that will operate throughout the District as well as a trial Remote Monitoring enhancement to manage COVID 19 patients at home. Additionally, Ontario Health North has provided 100% funding for an Alternate Level of Care program to determine systemic improvements that can be made in keeping residents in their home while waiting for a Long-Term Care units. Six months (October-March) funding is guaranteed at this time with the Mobile COVID testing and Remote Monitoring enhancement expected to be extended. None of the funding for these three programs run through the Land Ambulance Budget. The funding must flow through the Health Care system directly and therefore the costs are removed from the Land Ambulance Budget and delivered directly by the WPSHC.

The Capital portion of the Land Ambulance budget includes the following items;

- Replacement of 2 ambulances
- Replacement of 1 Paramedic Response Vehicle
- Replacement of 1/4 of the batteries for the power stretchers and Autopulse devices
- Replacement of 50% of the medical bags

Challenges with Land Ambulance funding will not cease in 2021. Staff expect fallout from the change in funding method of WSIB costs in the form of higher premiums to be a driver of 2022 funding.

Staff Recommendation:

To approve the Land Ambulance budget as presented

Advantages and/or Disadvantages of Staff Recommendation:

Maintains current level of operational staffing with minimum levy increase.

Adds enough funds to the budget to provide a level of confidence that any unusual added costs due to COVID can be managed.

Alternatives:

There are a multitude of alternatives. Decreasing staffing hours will decrease costs while increasing services will increase costs.

Cost/Financial Impact:

n/a

Included in Current Budget:

n/a

Attachments:

Attachment#1 Overview spreadsheet of entire Land Ambulance Budget

(Accessible format available upon request)

CAO's Comments

Recommends Council Approval:

Recommends Council consider staff recommendation with the following comments:

APPENDIX - # 1

forecast admin increase	2.00%					
forecast contract increase	2.00%					
MOH Increase	1.75%	1.75%	1.90%	1.90%	1.90%	1.90%

levy changes >>>>	2.00%	4.85%	2.25%	2.25%	2.25%	2.25%
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year	Budget		Forecast			
	2020	2021	2022	2023	2024	2025
Revenues						
MOH grant-100% TWOMO	\$995,927	\$1,015,845	\$1,035,146	\$1,054,814	\$1,074,855	\$1,095,278
First Nation	\$177,382	\$202,484	\$206,331	\$210,251	\$214,246	\$218,317
MOH grant 50%	4,139,217	4,211,654	4,291,675	4,373,217	4,456,308	4,540,978
Levy - 50%	4,140,310	4,341,115	4,438,790	4,538,662	4,640,782	4,745,200
LHIN CP Grant	216,700	216,700	216,700	216,700	216,700	216,700
Transfers from Reserves - operating (municipal)						
Transfers from Reserves- capital	355,000	460,000	474,600	522,392	462,000	500,000
Revenues	\$9,996,629	\$10,447,797	\$10,663,242	\$10,916,037	\$11,064,892	\$11,316,472
Costs						
Admin costs	\$ 425,214	\$ 423,701	\$ 432,175	\$ 440,819	\$ 449,635	\$ 458,628
WPSHC - Current Contract (including CP)	8,734,928	9,072,994	9,254,454	9,439,543	9,628,334	9,820,900
Amortization of capital assets & capital losses	480,567	490,178	499,982	509,982	520,181	530,585
Capital (from Reserve Funds)						
Buildings	0	0	0	0	0	0
Furniture and non-medical equipment	0	10,000	7,700	16,892	0	0
Vehicles	345,000	375,000	335,000	408,000	412,000	400,000
Medical Equipment	10,000	75,000	131,900	97,500	50,000	100,000
Total costs	\$9,995,709.00	\$10,446,873.34	\$10,661,210.81	\$10,912,735.02	\$11,060,149.88	\$11,310,112.88
Net Deficit (Surplus) - Reserve Fds	(\$919.80)	(\$923.99)	(\$2,031.27)	(\$3,301.72)	(\$4,742.13)	(\$6,359.52)

adjusted for 2021

Note: Medical equipment includes Batteries for stretchers, Autopulse and Cadlink capital costs, Medical bags

Town of Parry Sound EMS Advisory Committee

Open Minutes

Date:

November 18, 2020

Time:

07:32pm

Location:

(on-line) ZOOM Meeting and on-line streaming

Members Present:

Jamie McGarvey - Chairperson, Rod Osborne, Cathy Still, Scott Sheard, Lewis Malott,
Irene Smit

Present:

Dave Thompson, Director of Emergency and Protective Services

Recording:

Sheri Skinner, Administrative Assistant

Guest:

Regrets:

Lyle Hall

Town of Parry Sound EMS Advisory Committee

Open Minutes

1. Agenda

Moved by Scott Sheard

Seconded by Rod Osborne

That pursuant to Section 239(2) of the Municipal Act, R.S.O. 2001, Chapter 25, as amended, the EMS Advisory Committee move to a meeting closed to the public in order to address a matter(s) pertaining to:

- i. a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; EMS HR issues
- k. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board; contract negotiations with WPSHC

1.1 Additions to Agenda

1.2 Prioritization of Agenda

1.3 Adoption of Agenda

Moved by Lewis Malott

Seconded by Irene Smit

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

Carried

1.4 Disclosure of Pecuniary Interest and the General Nature Thereof

2. Minutes and Matters Arising from Minutes

2.1 Adoption of Minutes

Moved by Cathy Still

Seconded by Rod Osborne

That the Minutes of the August 18, 2020 meeting of the Parry Sound District Emergency Medical Services Committee be approved as circulated.

Carried

3. Correspondence

EMS Supplemental Levy

3.1.1 McKellar letter dated October 19, 2020 (forward to file)

3.1.2 Whitestone letter dated October 21, 2020 (forward to file)

3.1.3 Magnetawan letter dated November 2, 2020 (forward to file)

4. Deputations

5. Emergency Services Director's Report

Dave Thompson summarized the Director's Report with the Committee having no questions.

Moved by Scott Sheard

Seconded by Irene Smit

That the Emergency Services Director's Report dated November 18, 2020 be accepted as submitted.

Carried

Town of Parry Sound EMS Advisory Committee

Open Minutes

6. Reports

6.1 EMS Statistical Report - September 2020

6.2 EMS Night Call Statistics - September 2020

6.3 EMS Vehicle Inventory - September 2020

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

Resolution

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

Moved by Cathy Still

Second by Lewis Malott

Carried

7. Ratification of Matters from Closed Agenda

8. Other Business

8.1 R&R EMS Humphrey Base-AD2020

Resolution

Moved by Rod Osborne

Seconded by Lewis Malott

That the EMS Advisory Committee supports the staff recommendation in report R&R EMS Humphrey Base-AD2020 to enter into an Agreement with the Township of Seguin for the use of a portion of the Humphrey Fire Hall as an EMS base.

Carried

Town of Parry Sound EMS Advisory Committee

Open Minutes

8.2 R&R 2021 Land Ambulance Budget-AD2020

8.2.1 ATT#1 2021 Land Ambulance Budget-AD2021

Resolution

Moved by Scott Sheard

Seconded by Irene Smit

That the EMS Advisory Committee recommends the Town of Parry Sound council approve the 2021 Land Ambulance Operating Budget with a 4.85% levy increase over the 2020 approved budget in a total amount of \$9,986,873: and That a Land Ambulance Capital Budget be approved in the amount of \$460,000 to be funded from the EMS Capital Reserve Fund.

Carried

9. Dispatch Update

10. Business Plans

11. Adjournment 8:02pm

Moved by Cathy Still

Seconded by Irene Smit

Carried

Next meeting to be determined.

REPORT TO COUNCIL



Report No.:	C-2020-14
Council Date:	December 2, 2020
From:	Lori West, Clerk/Planner
Subject:	Parry Sound Area Planning Board – Town of Parry Sound Request to Leave

Background:

The Parry Sound Area Planning Board, serving Parry Sound, Carling, McDougall, McKellar, and Whitestone is the delegated consent granting authority by the Minister of Municipal Affairs and Housing. All authority to give consents for the member municipalities must be retained with the planning board.

Back 2016, and again recently The Town of Parry Sound made a request to the Ministry of Municipal Affairs and Housing to withdraw from the Parry Sound Area Planning Board and to delegate the land division authority to the Council for the Town of Parry Sound. The Minister of Municipal Affairs and Housing (MMAH) has tasked Ministry Staff to consider this request, and prepare a report for his sole decision.

At the November 4, 2020 meeting, Council requested that staff bring forward a report outlining the options of Council related to the Parry Sound Area Planning Board and the request by the Town of Parry Sound.

McDougall's CAO and Clerk/Planner met with MMAH staff to discuss Parry Sound's request to withdraw from the Board, future considerations, and McDougall's options. Ministry staff made it very clear that they are only reviewing the request by the Town. Should any other member municipality wish to also withdraw from the Board, that municipality would be required to make the request on their own behalf.

MMAH staff noted that the Ministry is in favour of Planning Boards and that they are open to suggestions for improvements to the function of the board. Considerations by MMAH staff prior to making a recommendation to the Minister would include but not be limited to;

- Financial Implications; Municipal Levy and Application fees
- Sustainability for remaining member municipalities
- Function and operation of the Board
- Input from the Council's for the member municipalities

The Planning Board noted that the levy would not change for the member municipalities, and that only 10-15% of the applications considered are in the Town of Parry Sound. The Planning Board does not project that the levy or application fees would increase should the Town leave the Board.

Options for the Municipality of McDougall include;

- Support the request by the Town of Parry Sound to withdraw from the Parry Sound Area Planning Board.
- Oppose the request by the Town of Parry Sound to withdraw from the Parry Sound Area Planning Board.

- MMAH suggested that the member municipalities consider an area-wide Official Plan. This would be one document for all municipalities, with special policy areas as needed.
- Provide MMAH with suggestions or propose changes to the Board.
- Request to the Minister to withdraw from the Planning Board (by resolution).

The Ministry of Municipal Affairs would like to know if the member municipalities and board have concerns with the request by Parry Sound, or if it is supported. Should the Town be removed from the Board, MMAH would provide the formal framework, and work with the board and member municipalities throughout the transition.

Recommendation:

That Council receive this report for information.

NEWS RELEASE

For immediate release: November 24, 2020

Health Unit Declares Community Outbreak in Connection with Nipissing University

NORTH BAY, ON - The North Bay Parry Sound District Health Unit (Health Unit) has declared a community COVID-19 outbreak after six (6) members of the Nipissing University athletic community have tested positive for COVID-19. While the individuals who tested positive do not live on Nipissing University's campus they have had interactions at the R.J. Surtees Student Athletics Centre gym and at social gatherings in the community. Other University buildings and properties are not impacted.

Close contact tracing has been completed and those who were in close contact with folks who have tested positive for COVID-19 were asked to self-isolate and arrange to be tested. Individuals who have attended social gatherings with folks who are a part of the Nipissing University athletic community are asked to self-monitor for symptoms of COVID-19. If they develop symptoms of COVID-19 they should isolate immediately and arrange to be tested.

"Our staff are working with Nipissing University to provide important public health direction," said Dr. Jim Chirico Medical Officer of Health. "Our communities are experiencing a significant increase in COVID-19 illness. We all must act now to slow the spread. I urge you to:

- Assume everyone outside of your home has COVID-19 and take precautions.
- Limit travel outside the home:
 - To attending school or work - if unable to work from home;
 - For essential trips for groceries, medication and medical appointments.
- Do not travel out of district.
- Avoid socializing for now.
- Limit exercise and recreation to outdoor spaces where physical distancing is possible.
- If you have COVID-19 symptoms or feel ill, isolate immediately and arrange to be tested for COVID-19."

The Health Unit encourages everyone to remain 'COVID Kind' and continue to support each other through these difficult times. Continue to follow public health measures including physical distancing, wearing a face covering, washing or sanitizing hands often, coughing or sneezing into your sleeve.

If you think you may have COVID-19 symptoms or have been in close contact with someone who has it, first self-isolate and then use [Ontario's Self-Assessment Tool](#) to see if you need to seek further care. If you need

further assistance call your health care provider or the Health Unit at **1-800-563-2808**. If you have severe symptoms, such as difficulty breathing, you should call 911 and mention your symptoms.

Visit [Ontario's website](#) to learn more about how the province continues to protect Ontarians from COVID-19.

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

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Media Inquiries:

Alex McDermid, Public Relations Specialist

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

E: communications@healthunit.ca

NEWS RELEASE

For immediate release: November 18, 2020

Member of Nipissing University Community Tests Positive for COVID-19

NORTH BAY, ON - The North Bay Parry Sound District Health Unit (Health Unit) has confirmed a member of the Nipissing University community has tested positive for COVID-19. Close contact tracing is underway and individuals who are deemed at high risk will be contacted by the Health Unit, individuals who are not contacted by the Health Unit are not considered at high risk. Should our investigation and contact tracing identify an increased risk to members of the community beyond those identified as close contacts, the public will be notified. The individual is currently self-isolating.

“Our staff are working with Nipissing University to provide important public health direction,” said Dr. Jim Chirico, Medical Officer of Health. “We remind the public that we must continue to work together to help slow the spread of COVID-19 by following public health measures and limiting social activities and travel outside the district.”

The Health Unit encourages everyone to remain ‘COVID Kind’ and continue to support each other through these unprecedented times. Continue to follow public health measures including physical distancing, wearing a face covering, washing or sanitizing hands often, coughing or sneezing into your sleeve.

Currently, there is no specific treatment for COVID-19. It is important to remember that some people with COVID-19 have no symptoms or mild symptoms. If you think you may have COVID-19 symptoms or have been in close contact with someone who has it, first self-isolate and then use [Ontario's Self-Assessment Tool](#) to see if you need to seek further care. If you need further assistance call your health care provider or the Health Unit at [1-800-563-2808](tel:1-800-563-2808). If you have severe symptoms, such as difficulty breathing, you should call 911 and mention your symptoms.

Visit [Ontario's website](#) to learn more about how the province continues to protect Ontarians from COVID-19.

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

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