

CORPORATION OF THE MUNICIPALITY OF CALVIN

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Mattawa, Ontario P0H 1V0

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May 21, 2020

NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held **electronically** at 7 p.m. on Tuesday May 26, 2020.

If a member of the public is interested in joining the meeting electronically, please contact the Municipal office for details.

If you are unable to be in attendance it is greatly appreciated that you notify the undersigned in advance.

Thank you.

Best regards;

Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

AGENDA
REGULAR COUNCIL MEETING
Tuesday May 26, 2020 at 7:00 p.m.
ELECTRONICALLY

1. **CALL TO ORDER**
2. **WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
3. **PETITIONS AND DELEGATIONS**
4. **REPORTS FROM MUNICIPAL OFFICERS** **None**
5. **REPORTS FROM COMMITTEES** **None**
6. **ACTION LETTERS**
 - A) Minutes of Regular Council Meeting Adopt Minutes of Tuesday, May 12/20
 - B) Township of Armour Support Resolution for the Need to Make Substantial Investments in High Speed Internet Connectivity in Rural Ontario
 - C) Report from Clerk-Treasurer 2020CT18 – Tax Ratios
 - D) By-Law No 2020-013 To Establish 2020 Tax Transition Ratios in Preparation for the Discussion of the 2020 Final Tax Rates Yet to be determined by Final Budget Adoption (To be determined in June 2020)
 - E) Municipality of Calvin Council/Management Discussion – 2020 Proposed FINAL Municipal Budget
 - F) Ontario Regulation 284/09 Resolution to Adopt Annual Report Showing Estimated Expenses Excluded from the 2020 Budget and the Impact of Fully Covering these Expenses
 - G) Calvin Recreation Department REVIEW Ice Building and Maintenance Manual
 - H) Report from Clerk-Treasurer 2020CT19 – Covid-19 Update
 - I) Municipal Interim Taxes Interim Taxes Deadline Extended
7. **INFORMATION LETTERS**
 - A) Ministry of Health Amendments to permit the opening of some Outdoor Recreational Amenities
 - B) Federation of Canadian Municipalities Asset Management Grant Available

- | | | |
|------------|---|---|
| C) | The Federation of Northern Ontario Municipalities | May 13, 2020 Press Release |
| D) | Town of Grimsby | Support for Commercial Rent Assistance Program |
| E) | City of Kitchener | Universal Basic Income |
| F) | Ministry of Transportation | Proposed Amendments to Ontario Highway Traffic Act |
| G) | F.J. McElligott Intermediate Secondary School | Request for Bursary Award |
| H) | Municipal Financial Officers Association of Ontario | The Financial Implications of the Covid-19 Pandemic on Municipalities: First Report |
| I) | Township of North Frontenac | Residential Construction in Rural Areas |
| 8. | INFORMATION LETTERS AVAILABLE | None |
| 9. | OLD AND NEW BUSINESS | |
| 10. | ACCOUNTS APPROVAL REPORT | |
| 11. | CLOSED PORTION | |
| 12. | BUSINESS ARISING FROM CLOSED SESSION | |
| 13. | NOTICE OF MOTION | |
| 14. | ADJOURNMENT | |

CORPORATION OF THE MUNICIPALITY OF CALVIN
MINUTES OF THE REGULAR COUNCIL MEETING TUESDAY, MAY 12, 2020

The regular meeting of Council was held this date by Zoom electronic meetings (due to Covid-19 pandemic). Present were Mayor Ian Pennell, Deputy Mayor Sandy Cross, Coun Dan Maxwell, Coun Heather Olmstead, Coun Dean Grant, Fire Chief Dean Maxwell, Recreation and Cemetery Supervisor/Landfill Superintendent Jacob Grove, Roads Superintendent Chris Whalley and Clerk-Treasurer Cindy Pigeau.

Regrets: 0 Guests: 1

The meeting was called to order at 7:00 p.m. by Mayor Pennell

PECUNIARY/CONFLICT OF INTEREST: Mayor Ian Pennell declared a conflict of interest on Agenda Item No. 10 – Item Title: Accounts Approval Report, Reason: “Made declaration to ease concern of Councillor Olmstead regarding an expense submitted by me.”

PRESENTATIONS/DELEGATIONS: None

At 7:17pm, the Council Meeting was paused as Councillor Olmstead lost connection to the meeting. Meeting resumed at 7:19pm when Councillor Olmstead was able to return to the meeting.

2020-098 MINUTES OF REGULAR COUNCIL MEETING

Moved by Coun Cross and seconded by Coun Maxwell that the Minutes of the regular meeting of Council held on Wednesday, April 28th, 2020 be hereby adopted and signed as circulated.
Carried

2020-092 BY-LAW 2020-011-ADOPT A PROTOCOL AND BEST PRACTICES FOR ELECTRONIC MEETINGS

By-law No. 2020-011 being a by-law to Adopt a Protocol and Best Practices for Electronic Meetings for the Municipality of Calvin. This By-law received the 3rd and final reading on Tuesday, May 12, 2020 and finally passed before an open Council on this date.
Carried

2020-093 BY-LAW 2020-012-TO ESTABLISH SALARY AND HOURLY REMUNERATION GRID FOR OFFICERS AND STAFF OF THE CORPORATION FOR 2020

By-law No. 2020-012 being a by-law to Establish Salary and Hourly Remuneration Grid for Officers and Staff of the Corporation for 2020. This By-law received the 3rd and final reading on Tuesday, May 12, 2020 and finally passed before an open Council on this date.
Carried

2020-099 SOCIAL MEDIA POLICY FOR MEMBERS OF COUNCIL

Moved by Coun Olmstead and seconded by Coun Cross that Council hereby authorizes the Clerk-Treasurer to proceed with research into a Social Media Policy for Council Members.
Defeated

2020-100 BY-LAW 2020-013- TO SET TAX (TRANSITION) RATIOS FOR MUNICIPAL PURPOSES FOR ELIGIBLE CLASSES IN THE YEAR 2020.

By-law No. 2020-012 being a by-law to set tax (transition) ratios for Municipal Purposes for Eligible Classes in the Year 2020. This By-law received first reading and was deferred to the May 26th meeting.
Deferred

A discussion of the second review of the 2020 Budget took place.

At 8:45pm, the Council Meeting was paused as Councillor Olmstead lost connection to the meeting. Meeting resumed at 9:02pm when Councillor Olmstead was able to return to the meeting.

2020-101 DISBURSEMENTS

Moved by Coun Cross and seconded by Coun Maxwell that the disbursements dated May 6, 2020 in the amount of \$25,331.10 and May 12, 2020 in the amount of \$7,407.06 be hereby authorized and passed for payment.

Carried

2020-102 ADJOURNMENT

Moved by Coun Olmstead and seconded by Coun Cross that this regular meeting of Council now be adjourned at 9:21 p.m.

Carried

Mayor

Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: May 26, 2020 NO.

MOVED BY

SECONDED BY

“That the Council of The Corporation of the Municipality of Calvin supports the Resolution #6 dated April 28, 2020 of the Township of Armour and the letter of Councillor Rod Ward, on the need to make substantial investments in high-speed internet connectivity in rural areas of Ontario;

AND FURTHER that the substantial investments will need to come from the upper levels (Provincial and Federal) of government;

AND FURTHER that this resolution and the letter from Councillor Rod Ward be circulated to Vic Fedeli, MPP for Nipissing and Anthony Rota, MP for Nipissing/Timiskaming.”

CARRIED

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>



DISTRICT OF PARRY SOUND

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April 29, 2020

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

Re: Support Resolution - High Speed Internet Connectivity in Rural Ontario

At its meeting held on April 28, 2020, the Council of the Township of Armour passed Resolution #6 supporting our Councillor Rod Ward's letter regarding the need to make substantial investments in high-speed internet connectivity in the rural areas of Ontario.

A copy of Council's Resolution #6 dated April 28, 2020 and Councillor Ward's letter is attached for your consideration.

Sincerely,

Charlene Watt
Deputy Clerk

Cc: MPP Norm Miller, MP Scott Aitchison and Ontario Municipalities

Enclosures



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: April 28, 2020

Motion # 6.

That the Council of the Township of Armour supports the letter, dated April 15, 2020 from Councillor Rod Ward, on the need to make substantial investments in high-speed internet connectivity in rural areas. Furthermore, that this resolution and the letter be circulated to Scott Aitchison, MP for Parry Sound-Muskoka, Norm Miller, MPP for Parry Sound-Muskoka and all Ontario municipalities requesting their support.

Moved by:

Blakelock, Rod	<input type="checkbox"/>
Brandt, Jerry	<input checked="" type="checkbox"/>
MacPhail, Bob	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Seconded by:

Blakelock, Rod	<input checked="" type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>
MacPhail, Bob	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated



Declaration of Pecuniary Interest by:

Recorded vote requested by:

Recorded Vote:

Blakelock, Rod
 Brandt, Jerry
 MacPhail, Bob
 Ward, Rod
 Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

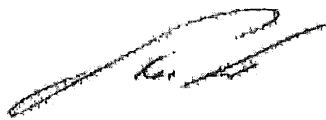
April 15, 2020

To whom it may concern,

The COVID-19 pandemic in Ontario has highlighted both our positive responses to a crisis, and some definite shortcomings in infrastructure, systems and services which need to be addressed on a long-term basis. Setting priority on solving these issues will be a challenge, given the differing agendas and the strained budgets. Solving fundamental issues should focus on the most basic needs as a starting point. One of the clear needs in a rural community such as the Almaguin Highlands, highlighted further by recent events, is the need for proper high-speed internet connectivity. Healthcare and education are both going down a path where appropriate connectivity is assumed. Like many models that move outward from metropolitan areas, this assumption is lost on rural areas. For the vast majority of households in our community, true high-speed connectivity simply does not exist. For the vast majority of future strategies in healthcare and education, there is an assumption that it does exist.

Even in areas in the Almaguin Highlands which have 'high-speed' internet, the overall infrastructure is still limited. It is certainly not designed to deal with a sudden huge peak in demand. Whereas the capacity in large urban centres is built to handle the added throughput, there are clear limitations here. The best way to explain it is a comparison to hydro. Imagine if everyone went home at the same time and turned their lights on, but because there wasn't enough hydro capacity overall, all lights were 50% dimmer than normal and some appliances simply didn't work. We no longer have to imagine what happens with internet speed during peak usage. Suddenly during the COVID pandemic, people are working from home who have never worked from home. Kids are trying to do courses on-line. People who are not working are turning on-line to stay connected. Video-conferencing, which was a totally foreign concept to many, is now part of daily routine. Any idea how much internet bandwidth video uses? It's no wonder we hit a wall.

The future of healthcare sees patients being monitored and cared for in their own homes, through the use of technology. The future of education sees students doing much of their learning on-line. The future of business and commerce sees the ability to function outside the 'bricks and mortar' of an office location. Malls disappear and on-line shopping is the norm. For some, that future has already arrived. Our area has already been drastically affected by cutbacks in the area of healthcare and education through gradual decreases in budgets and services. Technology offers us the ability to level the playing field to a great extent. High-speed connectivity cannot be seen as a luxury or a nice-to-have, any more than hydro should be seen that way. In order to solve some other problems (i.e. skyrocketing budgets in healthcare and education) the wise investment is in providing connectivity for every resident in the province.



Rod Ward
Councillor
Armour Township

MUNICIPALITY OF CALVIN
2020CT18-REPORT TO COUNCIL

REPORT DATE: **May 21/20**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Tax Ratios of Neighbouring Municipalities**

BACKGROUND

As per the May 12, 2020 Council Meeting, a request was made by Council that the Clerk-Treasurer investigate what the neighbouring municipalities (specifically Papineau-Cameron) tax ratios are for comparison.

Similar to the Municipality of Calvin, our neighbouring municipalities have not passed their budgets and will not be doing so until June. Therefore, Mattawa and Mattawan could not provide their current tax ratios but provided the 2019 Tax Ratios. Papineau-Cameron provided the **DRAFT** tax ratios for this year but these are subject to change.

Calvin DRAFT Tax Ratios:

Residential/farm	1.000000
Commercial	1.353400
Industrial	2.632964 <i>Restricted</i>
Landfill	1.469615
Pipelines	2.312600
Farmlands	0.250000
Managed forest	0.250000

Papineau-Cameron DRAFT Tax Ratios:

Residential	1.000000
Multi-Residential	1.100000
New Multi-Residential	1.100000
Commercial	1.100000
Industrial	2.032700
Landfill	0.909017
Pipelines	0.743864
Farmlands	0.250000
Managed Forests	0.250000

Mattawan 2019 Tax Ratios:

Residential/farm	1.000000
Commercial	1.136154
Industrial	1.131660
Pipeline	2.031680
Farmlands	0.250000
Managed forest	0.250000

Mattawa 2019 Tax Ratios:

Residential/Farm	1.0000
New Multi-Residential	1.1000
Multi-Residential	1.4053
Commercial	1.5976
Industrial	2.1688
Landfills	1.1000
Pipelines	1.1764
Farmlands	0.2500
Managed Forests	0.2500

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-013

BEING A BY-LAW TO SET TAX (TRANSITION) RATIOS FOR MUNICIPAL PURPOSES AND TO ADOPT NEW BUSINESS PROPERTY TAX POLICY FOR ELIGIBLE CLASSES IN THE YEAR 2020.

WHEREAS pursuant to Section 308(4) Ch.25 of the Municipal Act, 2001, the Council of a single-tier municipality shall pass a by-law to establish the tax ratios for that year for the municipality.

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS the property classes have been prescribed by the Minister of Finance pursuant to Section 7 of the Assessment Act, R.S.O 1990, c. A. 31, as amended;

AND WHEREAS a new tax policy option to exit capping immediately became available in 2016 providing that, if eligible, every property in a particular capped class (commercial, industrial, multi-residential) that has reached CVA tax at the previous year's final billing, based on OPTA's frozen Capping Report, would no longer be protected or clawed back and there would be no further capping related adjustment to final bills beginning in 2016 and in all future years and that, once adopted, the municipality is not permitted to opt back into capping in future years for that class;

AND WHEREAS the commercial and industrial property classes have been permanently excluded from the capping program for taxation years commencing 2016 and forward;

AND WHEREAS the Province implemented a mandatory New Multi-Residential property class province-wide and it was activated for Calvin in the 2017 tax year with a default ratio of 1.0 and all municipalities set a tax ratio in 2017 for this new property class regardless of whether such properties exist within the municipality,

NOW THEREFORE the Council of the Corporation of the Municipality of Calvin ENACTS AS FOLLOWS:

1. That for the taxation year 2020, the tax ratios for all property classes shall be;

a)	residential/farm	1.000000
b)	multi-residential	0.000000
c)	commercial	1.353400
d)	industrial	2.632964 <i>Restricted</i>
e)	landfill	1.469615
f)	pipelines	2.312600
g)	farmlands	0.250000
h)	managed forest	0.250000

2. That tax reduction for:
 - a) Vacant land and excess land subclasses in the commercial property class is 30% (Municipal Portion ONLY)
 - b) Vacant land and excess land subclasses in the industrial property class is 35% (Municipal Portion ONLY)

3. That this by-law shall come into force and effect force on the date of its final passing.

READ A FIRST AND SECOND TIME THIS 26 DAY OF May, 2020

READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL
THIS _____ DAY OF _____, 2020.

MAYOR

CLERK-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

M E M O

TO: Council
FROM: Cindy Pigeau - Clerk-Treasurer
SUBJECT: 2020 Budget Discussions – 3rd Review
DATE: Tuesday May 26/20

Budget discussions continue in the **Action Letters** segment of the May 26/20 Council meeting Agenda. This 3rd Review Budget information is presented to Council to:

- a) Review the overall budget (Capital and Operating) by Department for consideration as to final numbers.
-

CHANGES REQUESTED FROM SECOND REVIEW OF OVERALL BUDGET 2020:

- Reduce the Fire Miscellaneous Account from \$6,000 to \$5,000
- To increase the amount transferred to Work Funds Reserves from \$5,000 to \$25,000
- 2020 Levy decrease is approximately -11.835% under 2019
- Overall Residential Tax Rate decrease is approximately -14.337%

OTHER NOTES – Funding Each of the Capital Projects

- A By-law will be prepared to adopt **Tax Transition Ratios** for all property classes for 2020 Budget preparation, presented at the May 26/20 Regular Council Meeting. Transition Ratios are set by By-law and are required to move to the next steps of completing the Final 2020 Budget and setting final **Tax Rates** for 2020
- A By-law adopting 2020 Final Budget and **Tax Rates** will be prepared at a later date (expected June 2020) once a Final Budget is approved by Council
- PRELIMINARY Budget numbers were prepared with input from all Departments. They are intended to give a minimal representation of the 2020 operating and capital needs of the Municipality, as well as long-term expenditures (example; debt repayment and obligation to Mattawa Seniors Home). Due to the Covid 19 pandemic that has taken place this year, significant cuts have been made to services and projects have been put on hold, in order to provide tax relief to the ratepayers of the Municipality of Calvin.
- Management is seeking further direction from Council as to next steps of FINAL 2020 Budget

Respectfully submitted;
 Cindy Pigeau
 Clerk-Treasurer

Prepared: May 2020

PRELIMINARY A 2020 ESTIMATED MUNICIPAL REQUISITION (working sheet with OPTA TAX RATES)

May 19/20

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
TAXABLE CLASS	CVA	TRANSITION RATIOS	TAX REDUCTION	CVA WEIGHTED BY TRANSITION RATIOS	PERCENT SHARE	TAXES (2019 LEVY 1,331,317)	TAX RATE	TAXES MUNICIPAL PORTION	EDUCATION RATE	EDUCATION PORTION		2020	2019	% change Tax Rate	% Change Levy	\$ Levy increase
						\$1,173,750										
RES/FARM	54,911,500	1.000000		54,911,500	0.42895	\$503,480	0.00916817	\$503,437.97	0.00153000	\$84,014.60	0.01069817	0.01248866		-14.33692646	-11.8354231	-157,567
MULTI-RES	0			0	0.00000	\$0	0	\$0.00	0.00153000	\$0.00						
COMM. OCCUPIED	1,028,500	1.353400		1,391,972	0.01087	\$12,763	0.0124082	\$12,761.83	0.00601963	\$6,191.19	0.01842783	0.02080122		-11.40985961		
COMM. VAC. UNITS	0			0	0.00000	\$0	0.00868574	\$0.00	0.00601963	\$0.00						
COMM. VAC. LANDS	12,600	0.094738	.7(30%)	1,194	0.00001	\$11	0.00868574	\$109.44	0.00601963	\$75.85	0.01470537	0.014557858	1.013280937			
SUBTOTAL																
IND. OCCUPIED	2,974,000	2.632964		7,830,435	0.06117	\$71,797	0.02413946	\$71,790.75	0.00980000	\$29,145.20	0.03393946	0.03894312		-12.84863668		
IND. VAC. UNITS	0			0	0.00000	\$0	0.01569065	\$0.00	0.00980000	\$0.00						
IND. VAC. LANDS	5,700	1.711427	.65(35%)	9,755	0.00008	\$89	0.01569065	\$89.44	0.00980000	\$55.86	0.02549065	0.02531302	0.701733732			
SUBTOTAL																
PIPELINES	25,903,000	2.312600		59,903,278	0.46794	\$549,249	0.02120231	\$549,203.44	0.00907364	\$235,034.50	0.03027595	0.03449448		-12.2295799		
FARMLANDS	3,649,700	0.250000		912,425	0.00713	\$8,366	0.00229204	\$8,365.26	0.00038250	\$1,396.01	0.00267454	0.00312216		-14.33686935		
MANAGED FOREST	239,900	0.250000		59,975	0.00047	\$550	0.00229204	\$549.86	0.00038250	\$91.76	0.00267454	0.00312216		-14.33686935		
TOTAL TAXABLE	88,724,900			125,020,533		\$1,146,306										
PAYMENTS IN LIEU																
RES/FARM	257,500	1.000000		257,500	0.00201	\$2,361	0.00916817	\$2,360.80	0.00000000		0.00916817	0.01087866		-15.72335196		
MULTI-RES	0			0	0.00000	\$0	0	\$0.00								
LANDFILL	1,800	1.469815		2,645	0.00002	\$24	0.01347368	\$24.25	0.00584711		0.01932079	0.02145982		-9.967604575		
COMM. OCCUPIED	2,019,400	1.353400		2,733,956	0.02135	\$25,059	0.0124082	\$25,057.12	0.00000000		0.0124082	0.01472318		-15.72336954		
COMM VAC. UNITS	0			0	0.00000	\$0	0.00868574									
COMM. VAC. LANDS	0			0	0.00000	\$0	0.00868574									
SUBTOTAL																
IND. OCCUPIED	0			0	0.00000	\$0										
IND. VAC. UNITS	0			0	0.00000	\$0										
IND. VAC. LANDS	0			0	0.00000	\$0										
SUBTOTAL																
PIPELINES	0			0	0.00000	\$0										
FARMLANDS	0			0	0.00000	\$0										
MANAGED FORESTS	0			0	0.00000	\$0										
TOTAL PIL	2,278,700			2,993,201		\$27,444										
GRAND TOTAL	91,003,600			128,013,735	1.00000	\$1,173,750		\$1,173,750.16		\$356,004.96						
EXEMPT	3,963,700															
	94,967,300															

No longer have Tax Reduction applied to Educational Rate as of 2019.

2019 Tax Levy \$1,331,317.00
Diff. -\$157,566.84

13,313 1% of 2019 Levy for AMP

Final CVA 2019 86,327,909
Start CVA 2020 91,003,600
Change 4,675,691
% increase in CVA 5.42%

CORPORATION OF THE MUNICIPALITY OF CALVIN

2020 PRELIMINARY BUDGET

2020 FINAL		Capital Costs	2020 BUDGET	2019 BUDGET	DIFF.Yr/Yr
COA Is 2.2% Dec 2018-Dec 2019 as per StatJ Can March 2020		Operating Costs	48,300	909,239	-860,939
REVENUES		Check	1,757,451	1,757,451	
Account		BUDGET	ACTUAL	BUDGET	
		2020	2019	2019	
1	140101110 Taxation General Lev		(1,299,068)	(1,331,317)	
2	Calculated from Original Returned MPAC Roll PLUS 1% capital specific levy increase based on previous years levy, dedicated to increasing funding available for capital assets. As Identified In Asset Management Plan. (2018 Levy was \$1,269,846 x1% = \$12,698, 2019 Levy was \$1,331,317 x 1% = \$13,313)				13,313
3	140101111 Supplementary /Omitted		(10,065)		
4	140101113 RailwavTaxation	(5,239)	(5,239)	(5,239)	
5	140101115 Payments In Lieu		(31,004)	0	
6		(5,239)	(1,345,376)	(1,336,556)	
7	ONTARIO CONDITIONAL GRANTS				
8	140103117 OMPF	(192,500)	(193,400)	(193,400)	
9	140103118 Fire Dept. One Time Grant	0	0	0	
10	140104124 Infrastructure Grants	0	(153,230)	(150,000)	
11		(192,500)	(346,630)	(343,400)	
12	14000104120 Fire Grant Provincial	(5,000)	(13,356)	(5,000)	
13	140104121 Livestock Grant Prov	0	0	0	
14	140104122 Library Provincial	(1,177)	(1,177)	(1,177)	
15	140104123 Other Provincial/Federal Grants	0	(253,183)	(253,280)	
16	140104125 Drainage Prov Grants	(5,500)	(12,398)	(8,500)	
17		(11,677)	(280,114)	(267,957)	
18	POA REVENUE				
19	140105126 CEMC Revenue	0	0	0	
20	140105127 Provincial Offences Act	(200)	(1,697)	(650)	
21		(200)	(1,697)	(650)	
22	USER FEES AND SERVICE CHARGES				
23	140106130 Cemetery Revenue	(800)	(1,310)	(800)	
24	140106131 Recreation Revenue	(800)	(500)	(1,810)	
25		(1,600)	(1,810)	(2,610)	
26	LICENSES, PERMITS, FEES				
27	140107140 Building Permits	(4,000)	(4,525)	(4,000)	
28	140107144 Election Revenue	0	(200)	(200)	
29	140107143 Gen. Govt. Revenue	(39,239)	(7,483)	(2,000)	
30	140107145 911 Revenues	(35)	(70)	(35)	
31	140107146 Fire Dept Revenue	(3,000)	(4,274)	(3,000)	
32	140107148 Fire Dept. Agreements	(4,158)	(4,290)	(4,070)	
33	140107150 Road Dept Revenue				
34	140107151 Road Vehicle Truck Credits	(1,350)	(2,411)	(2,700)	
35	140107153 Road Vehicle Loader/Hoe Credit	(8,750)	(5,427)	(6,255)	
36	140107155 Aggregates Revenue	(1,481)	(2,580)	(1,459)	
37					

38	140107156 Road Non-machine Revenue	Outside Revenue - 2019 - \$15,000 was trade In value of old grader, Fire Wood sold.	(500)	(15,280)	(880)
39	140107160 Landfill Site	Algonquin Park (\$2000) - to be reviewed before Dec 31, 2021 (5 year contract with CPI Increase?), CEC (\$2590.79 to be increased by December CPI annually), Samuel de Champlain Park (\$0) plus tipping fees (\$3500). 12 bins Columbia F.P. (\$150 ea), plus household tipping fees/fridge disposal/shingles (\$700).	(11,000)	(14,518)	(11,000)
40	140107161 Blue Box Recycling Revenue	Metal, tires, WEEE, Blue Box for 2019 Is \$12,305	(10,000)	(12,305)	(9,000)
41	140107162 Industrial Waste Revenue		0	0	0
42	140107170 Recreation Revenue	Recreation Committee dissolved In 2017			
43	140107172 Tax Cert., Maps, Copies, Faxes	Estimated based on 2019 Actual vs. Budget	(500)	(853)	(500)
44	140107175 Zoning Amendments	Estimating one ZBLA and one Minor Variance.	(1,570)		(1,570)
45			(85,583)	(74,215)	(46,669)
46	PENALTIES AND INTEREST				
47	140108180 Penalty and Interest	Estimated amount charged on tax arrears throughout the year. This may be higher or lower due to what we decide to do with Interest during pandemic.	(15,000)	(16,045)	(14,900)
48			(15,000)	(16,045)	(14,900)
49	OTHER REVENUE				
51	140109185 Investment Income	Interest rates remain low on GIC's. As of Jan 1, 2019 value was \$124883.23. Interest Rate Is 1.7%. Matures April 23, 2019 - Renewed, Bank Interest.	(7,000)	(13,335)	(7,000)
52	140110191 Bank Loan Proceeds			(162,055)	(162,126)
53	140110192 Transfer from Reserves Roads		0	(119,345)	(121,000)
54	140110193 Transfer from Reserves	Drainage Work to be done In 2020.	(12,000)	(12,476)	(14,533)
55	140110194 Transfer from Reserves Fire		0		
56	140110195 Transfer from Reserves Landfill	Reserves for landfill monitoring purposes. Next Report due in 2021.	0	(2,000)	(2,000)
57	140110197 Transfer from Reserves Mattawa Hospital Funds	FINAL payment from reserve 2015. (obligation complete)	0	0	0
58	140110198 Transfer from Reserves-Gas Tax	Gas Tax funds available \$134,277.		(113,383)	(207,413)
59	140110199 Surplus from previous Yr.	Surplus 2018 was \$91,245 (Note - Operating and Capital Budgets will also reflect any surplus applied in 2019 budget)	(233,865)	(91,245)	(91,245)
60	140110203 Transfer from Working Funds Reserves	As of January 1, 2020, balance at \$108,200.15, Transfer \$5000 for new computers including installation	(5,000)	(11,117)	(21,000)
61	140110204 Transfer from Unexpended Capital	None	0	0	0
62			(257,865)	(524,956)	(626,317)
63	TOTAL REVENUES		(569,664)	(2,590,843)	(2,639,059)
64	EXPENDITURES				
65	COUNCIL				
66	15010100 Council fees	Paid monthly to Mayor and Councillors. Council is paid only for meetings attended. Increase to allow for potentially 6 special Council meetings (4 Strategic Plan Meetings and 2 extra special meetings)	37,500	36,943	36,850
67	150100102 Council Vehicle & Expenses	Travel costs for meetings etc, other misc. expenses	800	61	200
68	150100104 EHT	1.95% approx of Total Salary	750	702	525
69	150100106 Integrity Commissioner	NEW ACCOUNT AS OF 2019 - Costs associated with the use of the Integrity Commissioner	15,000	404.77	5000
70	150100113 CPP	New Account Number	770		
71			54,820	38,111	42,575
72	150101100 Salaries and Benefits	Includes 2 FT. and 26 hrs/yr H&S Rep - No increase in Salaries for 2020 To Reduce costs (Covid 19)	103,562	119,936	130,922
73	15010101 Materials and Supplies	Office supplies & forms, Alarm System/Answering Service, employee expenses.	5,000	4,643	5,000
74	15010102 Vehicle Expenses	Administration staff estimated use of personal vehicle.	1,000	796	1,300
75	150101103 Telephone and Fax	Monthly costs (\$305 x12 mths = \$3660)	3,660	2,270	3,100
76	150101104 WSIB & EHT	5.28% approx of Total Salary	5,468	6,801	7,095
77	150101105 Seminars, Workshops and Training	2018 Cindy Pigeau enrolled in the MLP Program Unit 1 AMCTO \$500 (online) and to enroll in MLP Program Unit 2 in Fall Session (\$500). Plus \$500 Workshops/Training - Reduced from \$3000 to \$1500 to try to help reduce costs (Covid 19)	1,500	1,377	3,000
78	150101106 Misc. and Memberships	Costs for annual memberships (AMO, FONOM, AMCTO etc), radio license (\$328), ePay License \$14.88/mth for support (ongoing), other misc. advertising or published notices, small misc. expenses.	2,100	2,625	2,100
79	150101110 Services		0		0
80	150101113 CPP & EI	6.66% approx of total salary	6,901	8,509	8,445
81	150101114 GroupIns.	Approx \$985/mth Increase received in September - approximately 5% from Sept to Dec - Approximately \$200	12,020	8,628	8,250

82	150101115 Computer Expenses	Total support costs for system (\$8227). Cartridges for printers, parts, antivirus updates, outside services not provided by VADIM, \$3620.52 annual costs for Progressive plus extra \$2400 if required. Includes \$350.30/mth for wireless internet. Software support for CityWide Software (\$2456)	21,000	18,945	17,500	
83	150101116 Auditor	Grant Thornton Auditors, audit planning, prep and onsite testing, general questions re: legislation and accounting. M. Robinson re: accounting assistance for more complex adjustments, FIR, O.REG Report 284/09.	15,000	14,809	15,000	
84	150101117 Copier	5 yr Lease (to Apr 2021) copier/fax/scanner/printer @\$107/mth (\$1284/yr) Includes non-refundable portion of HST, plus copy and monthly maintenance/service charges. Size of monthly flyer has increased - requiring more copies. Reduced from \$2000 to \$1700 to try to help reduce costs (Covid 19)	1,700	1,363	2,000	
85	150101118 Office Repairs	Carpet cleaning twice year. Other repairs as required.	250	0	250	
86	150101119 Donations	Reduced from \$500 to \$40 to try to help reduce costs (Covid 19)	40	40	500	
87	150101120 Lawyer Fees	Estimated cost for legal counsel/advice, drafts of new complex By-laws etc.	4,000	3,097	4,000	
88	150101121 Electricity		0	0	0	
89	150101123 Bank Chg, Interest	Based on past 4 yr avr.	1,900	1,745	1,900	
90	150101125 Tax Registration	Tax Sale Process	0	0	5,000	
91	150101126 Tax Write Offs	Estimated adjustments \$4000.	4,000	4,117	3,000	
92	150101132 Capital Expenditures	New Computers - 4 computers at approximately \$1150 each	5,000	11,117	21,000	
93	150101133 Transfer to Reserves - working Funds	Transferred \$69622 here in 2006 for future needs. Used \$10,000 in 2006 due to windstorm emergency costs. Used \$81,027 in 2009 for Columbia settlement. Used \$9657 in 2012 for Nurse Practitioner at Mattawa Hosp. Balance in working funds reserve is \$108,200 opening 2020. NORMALLY ADD \$5,000/YR FOR SERVER FROM SURPLUS REPLACEMENT REQUIRED APPROX. EVERY 5 YRS but reduced to \$3,000 in 2018 to allow the remaining \$2,000 to be used for Succession Planning Senior Management training in 2018. Replaced Server in 2019. Need Computers this year. \$20,000 transfer to Reserves for miscellaneous cost (Covid 19)	25,000	12,698	12,698	
94	150101169 Insurance	MIS Municipal Insurance Services. Re-tendered in 2016 to Feb 2020 (with 2 yr renewal option) Two Year Renewal Option Taken	9,212	8,652	8,652	
95	150101171 Postage	Stamps, mail flyers 1/mth @ \$46/mth, tax billing, courier - Reduced from \$2800 to \$2500 to help reduce costs (Covid 19)	2,500	2,209	2,800	
96	150101174 Health and Safety	NEW Account 2012. All expenditures for all departments related to Health and Safety (eg. PPE, Supervisor/Management training course, H & S Rep course if necessary, materials, signage, safety equipment etc.)	2,000	2,063	2,000	
97	150101187 Employee Pension Expense	All Departments are included here. Pension Plan initiated July 2009. Includes wage adjustments in this total. Pension Fee 2020 is \$850	8,900	11,529	11,500	
98	150101188 FCM-MAMP Project	Project Completed in 2019, Funding Received in 2020.	\$ -	56147.24	55,100	
99			241,714	304,117	332,112	
100	FIRE DEPT.					
101	150200100 Salaries and Benefits	Volunteer points increase \$2500 in 2020. Volunteer points were increased by \$1000 in 2019 (Note at year end calculate HST). 1.0 hours/wk for maintenance of equipment and building	46,797	42,631	44,250	
102	150200101 Materials and Supplies	Medical Supplies, Helmets, Boots, Fuel for Small Engines, Bunker Gear Cleaner, Bunker Gear Repairs, 8 X Hoods, FD Flashes (60), 5 x FF Gloves, 10 x Auto X Gloves, 10 X Bama Socks, Hose Bag, Gas Detector Bump Testing, Poly Tanks, Fire Craft Tracer, Small Misc.	8,200	9,167	10,000	
103	150200102 Vehicle Expense	All expenses related to vehicles within the Fire Dept. Pump tests, fuel & gas, oil and filter, safety inspections (4 trucks /yr), Mileage, Hydraulic Equip. servicing (2019-2021), Scott Foam Pack, Minor Repairs/Tools	9,500	15,525	13,500	
104	150200104 WSIB & EHT	approx 5.28% of wages	4,000	3,974	3,900	
105	150200106 Misc	Picnic (\$1000), Awards (4 badges and 1 - 10 yr of service, 1 - 30 yr service) (\$900), couriers, uniforms, food, water and other non-specific items (\$1100), Personal Clothing (\$2000)	5,000	2,601	3,700	
106	150200107 Hydro		1,800	1,191	1,800	
107	150200108 Heating Fuel	Heating fuel, repairs and maintenance to heating system	4,800	4,593	3,500	
108	150200109 Equip. Charges Internal		0	0	200	
109	150200113 CPP & EI	Approx 2.2% of department salaries	1,000	907	1,000	
110	150200114 Group Insurance					
111	150200132 Capital Expenditures	2 Sets bunker Gear (\$4100). 3 pairs of Coveralls (\$1200).	5,300	20,519	27,700	
112	150200133 Transfer to Reserves	2019 Fire Revenues from 2019 surplus (\$17386), \$5000 to Reserves for Fire Truck.	22,386	22,364	22,364	
113	150200134 Memberships	Mutual aid, Firefighters Assoc, Fire Chiefs Assoc. etc	720	659	720	
114	150200135 Building Maintenance	Repairs, painting, wiring interior hall, interior hall painting, roof repair Bottle refills, 1/2 share of system modifications & repairs with Pap-Cam. Required hydrostatic testing on cascade system cylinders mandatory every 5 yrs (next 2020). BA bottles hydro testing (varies per year). Service contract BA's approximately \$1000.	1,600	2,775	1,600	
115	150200136 Breathing Air and Oxveen		4,975	3,182	3,000	
116	150200137 Communications	Paging (\$750), phones, radiolicense (\$673.52), batteries (\$322.46), dispatcher (\$1440), radios (\$750). Service/maint \$800/yr split 50/50 between fire and roads, other misc requirements.	5,500	3,230	4,500	
117	150200138 Training	Outside training, workshops and courses. Bringing in outside services to provide specialized training. Training centre at landfill site. NFPA training standards requirements.	5,000	3,268	5,000	
118	150200139 Fire Prevention	Pamphlets, brochures, smoke detectors, CO detectors, public event, advertising etc.	300	0	300	
119	150200140 Payments to Other Fire Dept					

120	150200142 Forest Fire Expense	MNR Forest Fire Agreement. No longer have an expiry date, to be reviewed by Mar 31/20 - Done)	650	647	650
121	150200169 Insurance		6,538	6,140	6,140
122	150200402 Loan payment	Fire Truck Purchased 2015 (Debenture) - to be completed June 2025.	20,000	20,000	20,000
123	150200404 Interest Fire Truck	Fire Truck Interest on Debenture Loan 2020	2,507	2,980	3,000
124	150200187 Fire Pension Exp				
125			156,573	166,354	176,824
126	Community Emergency Measures				
127	150210100 Salaries and Benefits	CEMC \$2000. No Increase In Salaries for 2020 To Reduce costs (Covid 19)	2,000	603	2,000
128	150210101 Materials and Supplies	CEMC Mileage and Services	1,500	69	1,500
129	150210104 WSIB & EHT	Approx 4% of Dept salary	75	33	75
130	150210110 Services		0	0	0
131	150210113 CPP & EI	Approx 7% of Salary for dept.	112	20	112
132	050210138 Training		2,000	430	2,000
133	150210133 Transfer to Reserves	Reserve fund for emergency management from surplus. Has \$3007 opening 2018	0	0	0
134			5,687	1,154	5,687
135	ROAD DEPARTMENT				
136	ROADS OVERHEAD				
137	150300100 Salaries and Benefits	All roads wages are included in this G/L account for Budget purposes. No Increase In Salaries for 2020 To Reduce costs (Covid 19)	120,004	113,666	125,200
138	150300101 Material and Supplies	All to Office & Shop Expense			
139	150300102 Vehicle Expense	Approx \$11,600/yr Based on mileage per month submitted to A/P	11,600	11,625	11,500
140	150300103 Telephone, Cell	Garage phone, Cell phone (based on Calls approx \$75/mth)and calls (road super)	1,500	1,397	1,700
141	150300104 WSIB & EHT	All Road dept included here. 5.28% of Total Salaries	6,545	6,640	6,800
142	150300105 Seminars, Workshops, Memberships	Includes training (eg. Propane/every three years beginning 2017 @\$135 approx p.p., wheel end course, grader operator, plow operator)	2,000	757	2,000
143	150300106 Misc				
144	150300107 Hydro		1,800	1,500	1,800
145	150300108 Heating Fuel	Garage and Sand dome (Estimated)	8,600	8,602	8,500
146	150300110 Services: Roads				
147	150300113 CPP & EI	All roads Dept included here. Approx 6.51% of department salaries	8,075	7,693	8,200
148	150300114 Group Insurance	Approx \$1004/mth plus \$200 for increase in Sept	12,250	10,116	10,800
149	150300120 Lawyer Fees	Complex By-law Review and Legal Counsel	5,000	0	5,000
150	150300132 Capital Expenditures			623,947	740,539
151	150300133 Transfer to Reserves	Transferring \$30,000 for future road/bridge work from 2019 surplus. Bridge study Required in 2020.(\$5000 every two years, raise \$2500 per year, 1st year(2019) transfer to Road Reserve, 2nd year (2020) transfer it out and add an additional \$2500)	30,000	34,500	34,500
152	150300135 Building Maintenance	Roof replacement needed (future? \$12,000) Doors, furnace cleaning	2,000	384	2,000
153	150300149 Small Tools	Wrenches, hoses, tools etc., others under \$1000, \$1000 New Brush Saw	2,200	2,588	1,200
154	150300150 Office and Shop Expense	Supplies, radio license (\$210), paint, oxygen, acetylene, cylinder lease. Service/maint of communication system @\$800/yr split 50/50 with Roads and Fire -Plow Blades, Grader Blades, Nuts and Bolts	10,000	8,289	10,000
155	150300169 Insurance		9,600	9,015	9,015
156	150300182 Water System	Water Use In Garage and maintenance to water system at 40% (Rec has other 60%) Cisterns flushed at 2019 & 2021 at approximately \$1500 - No Longer In Use (Drilled Well Now)		978	2,600
157	150300184 Transfer to Cap fund				
158	150300402 Interest Grader	2019 Grader Interest	5,098		
159	150300404 Payment on Grader	Grader Payments 12 x \$3013.83 plus lump sum payment of \$39,733 (HST Refund Amt)	70,801	31,128	37,710
160	150300187 Roads Pension Exp	For budget purposes all Pension expenses are Included under Admn.			
161			307,073	872,826	1,019,064
162	HARDTOP MAINTENANCE				
163	150310100 Salaries and Benefits				
164	150310101 Materials and Supplies	Resurfacing Aug 2019 - 1 load cold mix required 2019 - New Sweeper Brushes (\$1700)	5,200	3,299	3,500
165	150310104 WSIB & EHT				
166	150310106 Misc. Hardtop				
167	150310110 Services				
168	150310113 CPP&UIC				
169			5,200	3,299	3,500
170	DITCHING				
171	150311100 Salaries and Benefits				

172	150311101 Materials and Supplies	Straw, Filter Cloth, Wooden Shakes, Paint	500	0	500
173	150311110 Service	Possible Option of Renting Mid Size Excavator (Battlefield) for same value as hiring outside source. Do all Ditching in House NOTE: Landfill site needs cover materials from ditching.	15,000	15,943	15,000
174			15,600	15,943	15,600
175	GRAVEL PATCHING				
176	150312100 Salaries and Benefits				
177	150312101 Materials and Supplies	"A" gravel 1200T@\$10/T (Picked Up) 10-12 loads of gravel for the Fire Truck Access Point	12,000	11,651	12,000
178	150312110 Services				
179			12,000	11,651	12,000
180	GRADING				
181	150313100 Salaries and Benefits				
182	150313101 Materials and Supplies				
183	150313110 Services				
184			0	0	0
185	DUST LAYER				
186	150314100 Salaries and Benefits				
187	150314101 Materials and Supplies	96000 lbs (extra load) @ 19.5¢ ltr + tax (to \$18,720), skid of Magnesium Flake (\$1000)	19,720	18,209	19,500
188	150314110 Services				
189			19,720	18,209	19,500
190	GRAVEL RESURFACING				
191	150315100 Salaries and Benefits				
192	150315101 Materials and Supplies	52/km gravel road in twp. 6 yr life span on newly gravelled 2 lane Rd. A Gravel, 3000T @ 10.00 (picked up), \$15.00 Delivered	30,000	27,866	30,000
193	150315110 Services				
194			30,000	27,866	30,000
195	SAFETY DEVICES				
196	150316100 Salaries and Benefits				0
197	150316101 Materials and Supplies	New Road Side Municipal Signs, Caution signs, Speed signs, Marker Cones Detour Signs	1,600	1,816	1,600
198	150316110 Services	Railway lights \$825 x4 = \$3300	3,500	3,099	3,500
199			5,100	4,915	5,100
200	BRIDGES AND CULVERTS				
201	150317100 Salaries and Benefits				
202	150317101 Materials and Supplies	327 culverts in tp. Average lifespan is 30-35 years. Misc Culvert Failure replacements average 6-10 new culverts annually	8,000	10,532	8,000
203	150317106 Misc Bridges				
204	150317110 Services	Bridge study Required in 2020. (\$5000 every two years, raise \$2500 per year, 1st year (2019) transferred to Road Reserve, 2nd year (2020) transfer it out and add an additional \$2500). Culvert Installation-NBMCA Permit Required \$855	6,000	0	1,000
205			14,000	10,532	9,000
206	ROADSIDE MAINTENANCE				
207	150318100 Salaries and Benefits				
208	150318101 Repairs & maintenance				
209	150318106 Materials and Supplies	Mechanical Brushing Roadside - Removed in 2020 to reduce expenses (Covid 19)	0	9,922	10,000
210	150318110 Services	Roadside grass cutting - Removed in 2020 to reduce expenses (Covid 19)	0	2,849	2,600
211			0	12,771	12,600
212	SNOWPLOWING				
213	150319100 Salaries and Benefits				
214	150319101 Materials and Supplies				
215			0	0	0
216	SANDING				
217	150320100 Salaries and Benefits				
218	150320101 Materials and Supplies	Budget should be based on the amount of sand we anticipate to USE in the year, not what we purchase. 3000T @ 10.00 plus 200T of A gravel for ice storms @\$10.00/T	32,000	31,618	32,000
219			32,000	31,618	32,000
220	ICE BLADING				
221	150321100 Salaries and Benefits				
222			0	0	0
223	THAW CULVERTS				
224	150322100 Salaries and Benefits				
225	150322101 Materials and Supplies				
226			0	0	0
227	STAND BY WAGES				

228	150323100	Salaries and Benefits	Nov 1 - Apr 30 weekends only @\$72 per weekend/per worker on standby, Current Standby Rate is \$4.50.	3,500	2,997	3,500
229				3,500	2,997	3,500
230	MAIN RD. EXPENDITURES					
	150324100	Salaries and Benefits				
231	150324101	Material & Supplies				
232	150324106	Misc.				
233	150324110	Services				
234				0	0	0
235						
236	TRUCK EXPENDITURES					
	150325100	Salaries and Benefits				
237	150325101	Repair and Maintenance	Standard Repair, new tires, auger chains, clutch brake, differential Exhaust Gas Cooler, Engine Repairs.	20,000	11,201	20,000
238	150325106	Fuel and Oil	Estimated for two trucks	25,000	23,985	25,000
239				45,000	35,187	45,000
240						
241	GRADER EXPENDITURES					
	150326100	Salaries and Benefits				
242	150326101	Repair and Maintenance		4,000	10,085	4,000
243	150326106	Fuel and Oil	DEF fluid Required, Tier E Engine on New Grader	8,000	7,955	10,000
244				12,000	18,040	14,000
245						
246	LOADER/HOE EXPENDITURES					
	150327100	Salaries and Benefits				
247	150327101	Repair/Maint	Note that covering at landfill is very hard on loader tires. New Set of Tires Annually	3,000	3,140	2,000
248	150327106	Fuel and Oil		5,500	5,324	5,500
249				8,500	8,464	7,500
250						
251	STEAM PUNNY					
	150328100	Salaries and Benefits				
252	150328101	Repair and Maintenance	None anticipated			
253	150328106	Fuel and Oil	Propane 4 x \$124	500	90	500
254				500	90	500
255						
256	PROJECTS AND IMPROVEMENTS					
	1503292100	Salaries and Benefits				
257	1503292101	Materials and Supplies				
258	1503292109	Equip. Charges				
259	1503292110	Outside Services				
260				0	0	0
261						
262			TOTAL ROADS	510,093	1,074,410	1,228,764
263	ENVIRONMENTAL SERVICES					
264	LANDFILL					
	150400100	Salaries and Benefits	Staff, including students and costs for Roads to dump and cover (4 hrs/every 2 wks).	42,521	38,998	38,550
265	150400101	Materials and Supplies	Signage, pass cards \$275 e/c. Calcium (10 bags stored at quonset \$500), paint and repairs to buildings \$1200, Sand for Load Cover Until Ditching is done (25 loads - \$165 per load) Fridge freon removal \$1600 (did not get done last year), Gravel for Roadway \$250 per load (10 loads) -\$2500	11,000	3,214	5,350
266	150400102	Vehicle Expenses	Mileage for courses, inspections, pick up supplies	700	560	700
267	150400103	Communications	No Cell			
268	150400104	WSIB & EHT	Approx 5.28%	2,317	2,079	3,500
269	150400105	Seminars and Workshops		200	14	200
270	150400106	Misc	Advertising, fliers, legal fees etc.	200	319	200
271	150400109	Internal Equipment charges	Costs for use of public works equipment to cover (increase to dump and cover 4 hours every two weeks) Misc equipment work at site (170 hrs) - New Rates for use of Roads Equipment	7,650	6,038	7,380
272	150400110	Outside Services	Miller Urso Survey of Landfill - last done 2018 due every 5 yrs (next 2023). Work done to tipping edge.			
273	150400113	CPP & EI	Approx 6.83%	2,998	2,182	2,640
274	150400114	Group Insurance				
275	150400126	Tax Write Off for Landfill		775	753	775
276	150400132	Capital Expenditures	Removed in 2020 to reduce expenses (Covid 19)	0	4,070	5,000
277	150400133	Transfer to Reserves	For 50% of 2020/21 Reporting - 2021 to pull from Reserve \$2200 for Reporting.	2,200		0
278						

279	150400146 Monitoring of Wells	2020/21 monitoring expected to be (\$24,000 total) Landfill monitoring report is \$4000 of the \$24,000...therefore monitoring costs are \$10,000/yr (\$2200 raised in 2020 placed in reserve to be pulled from reserves in 2021 - see above). Capacity review letter due 2018 (done every 5 yrs - 2023) is \$400, \$1000 for required well extension, well cap and extended well that will be covered in garbaged at base.	12,000	13,183	18,000
280	150400147 Recycling Other	Includes hazardous waste disposal (\$560), Metal WEEE, Tires.	1,000	538	1,000
281	150400175 Blue Box Recycling	Miller Waste Recycling - Allows for 2 extra bins due to Resident Sorting during Covid 19	12,000	9,882	10,000
282	150400187 Landfill Pension Exp	All pension is budgeted under Admin.			
283	150400183 Compaction	Operational costs of compactor, fuel, repairs, parts etc.	1,500	1,452	1,500
284			97,062	83,282	94,795
285	HEALTH SERVICES				
286	150500100 Salaries and Benefits Cemetery	Includes gravedigger. No Increase in Salaries for 2020 To Reduce costs (Covid 19)	6,200	6,220	6,500
287	150500101 Materials and Supplies Cemetery	Locate/replace caps and plns, Lawtractor repair, Lawtractor gas	500	251	1,000
288	150500102 Vehicle expense		250	207	250
289	150500104 WSIB & EHT	Approx 5.28%	326	337	360
290	150500108 Health Unit	2019 Levy to Calvin was \$17 747. Increase of 4.99%.	18,634	17,747	17,747
291	150500109 Equip. Charges		450	0	450
292	150500110 Outside Services	Possible tree removal ,damage ,headstone repair	500	0	500
293	150500113 CPP & UIC	Approx. 6.83%	421	435	460
294			27,281	25,197	27,267
295	SOCIAL SERVICES				
296	150600110 DNSSAB	2019 levy was \$224,209 (Increase + 6.1%). To begin budgeting funds for 25 year commitment to Seniors Home. Estimated Total from 2016 is \$3,809,500 over 25 years split between 4 local municipalities. Based on 2011 population Calvin's population (568) our annual portion is \$578,400.43/25 yrs = \$23,136.07/yr/12 = \$1928.01/mth x 7 mths beginning in June 2020	237,881	224,209	224,209
297	150600111 Mattawa Seniors Home		13,496	0	13,496
298	150600112 Cassellholme	2020 Levy apportionments. 2020 Increase over 2019 is 3.03%. 2019 Levy is \$46,809. 2018 Levy was \$42,739 (Increase of 9.5%)	48,228	45,891	46,809
299	150600166 Mattawa Hosp Staff Recruitment	\$1250 annually - Dr. Recruitment and \$1250 Dr. Incentive (6 yr period to 2020/21)	2,500	2,500	2,500
300	150600181 Transfer to Reserve Mattawa Seniors Home	Annual payments estimated to be \$23,136.07 (calculation made a number of years ago). Raised in advance to help reduce the amount to be collected when payment is required.	23,136	52,648	52,648
301			325,241	325,248	339,662
302	RECREATION EXPENSE				
303	150700100 Salaries and Benefits	Student wages are included here. No Increase in Salaries for 2020 To Reduce costs (Covid 19)	49,489	60,864	58,605
304	150700101 Materials and Supplies	Janitorial supplies, lawn equip. repair and gas, extinguisher Inspections, tools, maintenance, grounds maintenance, drinking water for hall . Every 5 Yrs replace pads AED pads (if not used next due 2022).	5,600	3,923	7,500
305	150700102 Vehicle Expenses		800	691	800
306	150700104 WSIB & EHT	Approx 5.28%	3,035	3,099	3,180
307	150700105 Seminars and Workshops		200	0	200
308	150700106 Misc		200	90	200
309	150700107 Hydro Hall		4,000	3,499	4,000
310	150700108 Heating Hall	Fuel and minor repair to heating system. Furnace replaced with propane furnace in 2017, reduced costs.	5,000	3,874	5,000
311	150700109 Internal Equip. Charges Services	Various Rec grounds/rink. Backhoe required for grounds work - Lawn Repairs from Well Water Lines - Carried over from last year.	2,000	1,800	1,125
312	150700110 Outside Service	Electrical Work required for LED Lights and Hall Updates. Carried over from last year.	2,000		
313	150700113 CPP & EI	Approx 6.83%	3,927	3,977	4,500
314	150700114 Group Insurance	955/mth x 12 Plus \$200 for increase in September	12,000	11,955	12,600
315	150700132 Capital Expenditures	Accessible Doors for Community Centre - Carried over from last year - \$4000 discount b/c of issues.	8,000	47,660	85,000
316	150700133 Transfer to Reserves				
317	150700135 Building Maintenance	Community Centre Entrance Renovations, Bathroom Updating and General Building Maintenance.	3,000	6,214	8,000
318	150700153 Rink and Sportscentre	Hydro (\$2000) - May go down with LED conversion. Other repairs - boards and nets, boom truck rental for light install. Playground Inspection annually (\$750 in 2019).	7,750	3,980	4,750
319	150700155 Smith Lake Boat Launch	Repair and maintenance to dock and area as required. Gravel for the parking area, lumber and foam for docks	1,500	1,685	1,500
320	150700156 Library	\$1177 from Provincial grant applied for.	1,177	1,177	1,177
321	150700169 Insurance	Low Risk Insurance added in late 2018, paid up until Feb 2020 (2019 portion is \$848.63, 2020 will be \$134.90 up to Feb 2020 plus renewal)	2,883	3,556	3,556
322	150700171 CRC Postage	Rec Committee Dissolved 2017			
323	150700182 Water system Maintenance	Sampling of Water at Lab Quarterly - 6 test to prove secure, plus two regular tests. U/V system maintenance	1,500	3,415	4,700

324	150700186 Rec. Committee Expense	Rec Committee Dissolved 2017			
325	150700187 Recreation Pension Exp	Budgeted in Admin			
326					
327			114,061	161,457	206,393
328		PLANNING AND DEVELOPMENT			
329	150800100 Salaries and Benefits				
330	150800101 Materials and Supplies				
331	150800104 WSIB & EHT				
332	150800110 Services	CGIS GPS contract Includes Calvin portion of shared costs with Pap-Cam for Building Module (Total Cost is 9275/yr), Planner annual retainer fee - Unknown at this time - estimated at \$5000. MBEDC is no longer in existence.	14,275	5,770	14,057
333	1500800113 CPP & UIC				
334	150800158 Zoning	Anticipated once OP Review is complete - Unknown at this time due to Planner yet to be determined.	3,000	0	3,000
335	150800160 East Nipissing Planning Board	Estimated \$2500 annual fee to remain constant in order to be able to fulfill our requirement for OP and Zoning review. Currently working on a 10 year OP review 2018-2019.	2,500	2,500	2,500
336	150800161 Zoning Amendments	Minor Variance or Zoning amendment applications. (budgeted 1 Minor variance @ \$520 and 1 ZBLA at \$1050)	1,570	0	1,570
337	150800162 Assessment Services	MPAC - 2018 was \$13,418. Increased to \$13,543 for 2019	13,650	13,543	13,637
338	150800163 Municipal Drainage	Drain costs for drainage superintendent and reporting \$7,000 which is 50% recoverable through OMAFRA, \$3500 to be recorded in Revenues. Clean Out of Drain (Deschamps) potentially in 2020 - Estimated \$K, fully recoverable through grant (see account # 1-4-0104-125 (\$5K Revenue))	12,000	16,686	12,000
339			46,995	38,499	46,764
340		BUILDING			
341	150900100 Salaries and Benefits	No Building Staff - Contracted through Papineau Cameron			
342	150900101 Materials and Supplies				
343	150900102 Vehicle Expenses		500	235	1,000
344	150900104 WSIB & EHT				
345	150900105 Seminars, Courses, Workshops	For any new training required	700	608	700
346	150900106 Misc	Updates to Building Code	300		
347	150900110 Building Services/Papineau Cameron	Contract with Papineau Cameron for Shared Services of CBO Shane Conrad. Includes services Invoiced by Papineau Cameron on a monthly basis. Numbers based on 2017/2018/2019 percentage of permits plus rate increase	28,000	20,492	20,000
348	150900113 CPP & UIC				
349	150900120 Lawyer Fees	Legal	1,000	715	1,000
350	150900133 Transfer to Reserve	\$9000 In reserve at 2020 prior to budget.			
351	150900169 Insurance	MIS Insurance Services	1,486	1,395	1,395
352			31,986	23,445	24,095
353		ENFORCEMENT			
354	150950100 Salaries and Benefits	By-Law enforcement. (Canine control and all departments). Increased hours due to increased case load and new parking by-law - Suggestion - take hours from Cemetery	1,200	1,119	1,200
355	150950101 Livestock Valuer/ Fence Viewer/ Canine Expense		150	0	150
356	150950102 Vehicle Expense	Mileage animal control	250	104	250
357	1500950104 WSIB & EHT	Approx 5.28%	65	61	65
358	150950106 Misc	Vet Charges for Injured Animals \$500 (if not used put into reserves to build up to \$5000 over 10 years) and Signage for Parking by-law \$1000	2,000	38	450
359	150950113 CPP & UIC	Approx. 6.83%	81	78	80
360	150950141 Policing Services	2020 Group of 4 Policing Costs \$101930 (\$494.17/mth) + estimated \$500 for 2020 Operating costs for Police Services Bd. - Court Transportation Revenue is Unknown at this time.	102,430	98,381	98,972
361	150950143 911 Maintenance	CEBB Contract (billed annually - \$337.72). Signs and Posts	500	338	500
362	150950144 Conservation Authority	Operating budget \$5555 (+0.03%) + Capital budget \$4358 (+0.04%) = \$9913 (2020 One Time Cap Ask Paymt was not made as per resolution 2020-056)	9,913	9,574	9,574
363	150950145 Animal Control	Vet Unit \$350, dog tags, forms, \$100 per animal to North Bay Humane Society (max 15 per yr)	2,000	395	2,000
364			118,589	110,088	113,241
365		TOTAL EXPENDITURES	1,730,101	2,351,362	2,038,073
366					
367			2020		
368	TOTAL 2020 LEVY	Base Levy 2020	1,160,437		
369	Cindy Pigeau Clerk-Treasurer	PLUS 1% of previous years Levy - Increase to Reserves for AMP (Infrastructure)	13,313		To be transferred to Reserve for future Infrastructure as per AMP
370	"A"	2020 Levy	1,173,750		-11.83539 % Levy change
371	"A"	2019 Levy	1,331,317		
372		\$ increase 2020 over 2019	(157,567)		

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: May 26, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That the Council of the Municipality of Calvin has received and hereby approves the 2020 Compliance Report – Estimate of Expenses Excluded from 2020 Budget, as required by the Municipal Act 2001, Ontario Regulation 284/09, Budget Matters – Expenses, Section 2(1)(a)(b) and Section 3.”

CARRIED _____

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Corporation of the Municipality of Calvin
Municipal Act, 2001 Ontario Regulation 284/09
2020 Budget**

Commencing in 2009, significant changes were made to Public Sector Accounting Board ("PSAB") rules that govern the preparation of municipal financial statements. Although municipalities were required to adopt these rules for financial statement purposes, *for a transition period*, they have been allowed to follow their historical "modified accrual accounting" procedures for budget purposes. The most significant differences between the two accounting methods relate to the treatment of tangible capital assets, the treatment of debt and other long-term liabilities and accounting for reserves/reserve funds.

Under a modified accrual accounting method of budgeting, tangible capital asset purchases are recorded as expenditures for which revenue must be raised in the year of purchase; under a PSAB-based method of budgeting, the budgeted expense would equal the annual amortization of all existing tangible capital assets (purchase price divided by the number of years an asset is expected to be useful). Under modified accrual accounting budgeting, increases in debt and transfers from reserves are recorded as revenue for budgeting purposes (and conversely, debt repayment and transfers to reserves are recorded as expenditures). Under PSAB accounting, debt and reserve transactions would not be recorded as revenue or expense in the budget.

In light of the new PSAB standards, the Municipal Act, 2001 was amended and a regulation passed to address the changes. Ontario Regulation 284/09 states that a municipality may currently exclude amortization expenses, post-employment benefit expenses and solid waste landfill closure and post-closure expenses from the budgeted amounts for which revenue must be raised. However if excluded, the regulation requires councils to adopt annual reports that show the impact of not fully covering these estimated expenses. The intent of the regulation is to ensure Council is aware of the longer-term implications of their annual budget decisions.

The anticipated effect of the 2020 draft budget of the Municipality on the overall accumulated surplus is shown below. This illustrates the difference between setting a balanced budget on a modified accrual basis and one set on a PSAB accounting rule basis.

1. Expenses Excluded from the Budget: Estimated Impact on the Accumulated Surplus

Per PSAB accounting rules, the following estimated expenses will be recorded in 2020. These expenses have been excluded from the 2020 budget:

Description	Estimated Expense	Basis of Estimate
Amortization expense	196,180	2020 amortization of existing assets plus 1/2 year amortization of budgeted asset additions
Solid waste landfill closure and post-closure expenses	16,655	Anticipated increase in post-closure and closure liability assuming 2% inflation and no change in other underlying assumptions for current year
Post-employment benefits	480	Prior-year change in liability adjusted for retirement of 1 employee
Total excluded expenses	213,315	

It is estimated that the actual surplus recorded for PSAB accounting purposes will be reduced by \$213,315 as a result of amortization, landfill closure, and employee post-employment benefits expenses.

2. Other Budget Deviations from PSAB Accounting

Offsetting the excluded expenses noted above, the following additional non-PSAB revenue and expense items have been included in the 2020 draft budget. These will not be recorded as revenue/expense for PSAB reporting purposes.

Description	Estimated Impact on Surplus	Comments
Surplus carried forward from prior year	(233,865)	Per Municipal Act, must be included in following year's budget
Capital acquisitions	44,900	Excludes items not likely to be capitalized in the year
Transfers to reserves	116,035	Total budgeted transfers to reserve for operating and capital purposes
Transfers from reserves	(17,000)	Budgeted transfers from reserves in the year. Note that any budgeted use of parkland or gas tax funds (i.e., deferred revenue) is considered revenue under PSAB accounting rules and is excluded from this line
Net long-term debt transactions	92,065	Repayment of photocopier lease and fire pumper and grader loans
Total non-PSAB net expenditures included in the 2020 budget	2,135	

3. Net Effect of Budget Deviations from PSAB Accounting - Impact on Surplus and Future Tangible Capital Asset Funding

The following table provides a summary of the effect of the items outlined in sections 1 and 2 above on the Municipality's surplus:

Surplus Component Description	Anticipated Increase (Decrease) in Year	Comments
Regular budget surplus	(233,865)	Elimination of prior-year operating surplus
Net book value of tangible capital assets	(151,280)	Amortization expense in excess of capital acquisitions
Reserves	99,035	Transfers to reserves in excess of transfers from reserves
Unfunded landfill closure and post-closure costs	(16,655)	Anticipated increase in liability for the year
Unfunded municipal debt	92,065	Anticipated decrease for the year
Overall anticipated change in surplus	(211,180)	

The above analysis shows that in 2020 the Municipality should anticipate an decrease in its overall surplus of approximately:
(211,180)

By adopting the 2020 draft budget, the overall surplus of the Municipality--which can be viewed as one measure of the Municipality's ability to meet future capital asset funding requirements--is expected to deteriorate significantly.

Funds Available to Finance Past, Present and Future Capital Expenditures

In 2013 the Municipality adopted an Asset Management Plan, one purpose of which was to introduce a strategy for financing required capital expenditures. In an effort to move towards sustainability, the Plan called for a gradual increase in the amount of taxation revenue available for financing past (via debt repayment), present (actual capital expenditures) and future (capital reserve transfers) capital acquisitions. Until 2019, progress was being made on this front. In the 2019 budget, \$127,193 of taxation revenue was available for this purpose, up by approximately 70% from its 2014 level of \$75,000. The actual amount produced by the 2020 draft budget can be calculated as follows:

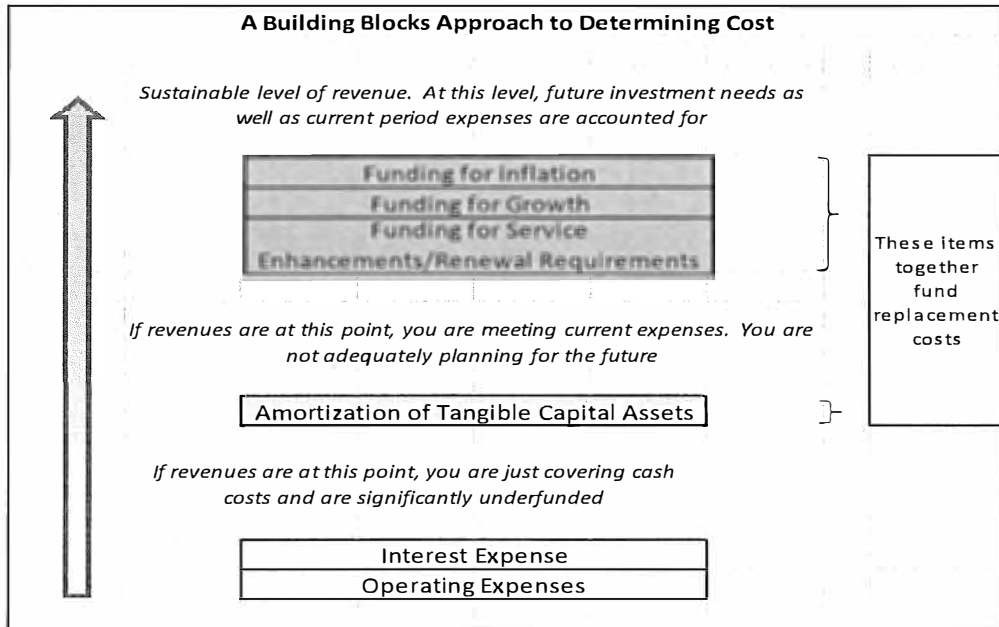
Total capital acquisitions	-	44,900
Net increase in reserves for capital purposes		65,699
Net decrease in debt		92,065
Net investment in capital assets		202,664
Deduct other Sources of Capital Asset Financing:		
OCIF formula-based funding used in year	-	
Gas Tax funding used in year	-	
Opening surplus applied to capital items		188,529
Funding provided from other sources		188,529
Net taxation available for financing capital		14,135

The above calculation reveals that the tax rate policy proposed in the 2020 draft budget has resulted in a significant decrease in taxation revenue available for financing capital assets. In fact, it has declined to a fraction of what it was in 2013.

The annual amortization of the Municipality's assets is a conservative estimate of a sustainable level of capital asset funding. The weaknesses of using amortization as an indicator of appropriate capital funding include:

- a) Assets that are fully amortized are excluded from the calculation.
- b) Amortization is based on the historical cost of tangible capital assets and not replacement costs, which in most cases would be significantly higher due to inflation.

This idea is depicted in the following funding level summary, adapted from the Province's Building Together Guide. In a more comprehensive view of sustainability, a municipality's funding levels would be sufficient to cover not only current amortization, but also, would take price increases and service level changes into account.



The Municipality's estimated 2020 amortization expense is \$196,180 (which excludes approximately \$43,000 amortization of road assets that are already fully amortized). This can be compared to the Municipality's current level of permanent/predictable annual funding for capital asset purchases from all sources, including net taxation revenue, of \$101,135 as detailed below:

a) net operating income generated by the 2020 budget	14,135
b) approximate annual gas tax funding	37,000
c) approximate annual OCIF funding	50,000
	101,135

The Municipality's current level of capital asset funding is insufficient to cover the existing amortization of the historical cost of its assets: for 2020 current funding is only 52% of existing amortization. In an effort to mitigate the impact of the COVID-19 pandemic on municipal ratepayers in the current year, net operating income generated by the draft budget has been reduced to a fraction of its former level. As depicted in the diagram above, this level of investment does not meet current expenses, and is not sustainable in the longer-term.

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE May 26, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“THAT Council would like the following changes made to the Ice Building Manual presented:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____

CARRIED _____

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u>Coun Cross</u>	_____	_____
<u>Coun Grant</u>	_____	_____
<u>Coun Maxwell</u>	_____	_____
<u>Coun Olmstead</u>	_____	_____
<u>Mayor Pennell</u>	_____	_____

**MUNICIPALITY OF CALVIN
2020CT19 REPORT TO COUNCIL
COUNCIL INFORMATION**

DATE: May 21, 2020

ORIGINATOR: Cindy Pigeau; Clerk-Treasurer

SUBJECT: Ice Building and Maintenance Manual

Please find below the questions/comments/suggested changes (additions/deletions) from Council regarding the Ice Building and Maintenance Manual.

We ask that Council review these questions/comments/suggested changes as they will be discussed at the regular Council meeting on Tuesday, May 26, 2020.

The agreed upon changes will be noted by resolution and these changes made to the Ice Building and Maintenance Manual and brought back to Council for final approval with the passing of a by-law.

Suggestions:

Councillor Heather Olmstead

- Add a Daily Inspection Log for items such as ice conditions, bathroom cleaning, condition of equipment, etc....
- Have training for volunteers completed by November and garden hoses available for said volunteers.

Respectfully,

Cindy Pigeau
Clerk-Treasurer



Municipality of Calvin –
Ice Building and
Maintenance Manual

Responsibilities of Staff **and Volunteers**

The Ice Building and Maintenance Manual

Purpose:

To establish clear responsibilities staff and volunteers in the process of the building and the maintenance our outdoor ice skating rink.

Municipal Responsibilities

1. Build and maintain the municipal outdoor ice surface in conjunction with the fire department.
2. Provide suitable training for volunteers with information on how to effectively build and maintain our outdoor ice surface, how to complete the daily inspection logs, properly manage risk, health and safety procedures, etc.
3. Deliver and sign-out any necessary equipment that may include shovels, hoses, spray nozzles, etc.
4. Post appropriate signs at the ice rink to address risk management (Attachment 3).
5. Complete a thorough review of the ice rink installation on a once a week basis and document the findings on an inspection log. Discuss any observed issues or concerns with the volunteers.
6. Respond to or appropriately direct emergency situations to the proper authorities.
7. Follow-up on concerns respecting the improper use of the ice rink.
8. Periodically check all equipment for damages, especially the hockey nets. If caught in time, a minor repair is preferable and less expensive than a major one.
9. Rink signs announcing rules and hours of operation should be fastened securely out of reach of participants. Eight to ten feet above the ground is the minimum height recommended.

Volunteer Responsibilities

1. All volunteers must participate in training by Calvin staff to acknowledge their roles and responsibilities prior to the set-up and operation of an outdoor rink. Training topics will cover such aspects as proper use of equipment, maintenance and flooding techniques, managing risk and health and safety procedures and volunteer safety.
2. Volunteers are required to immediately report any serious issues, accidents or medical emergencies that they have personally observed or have been made aware of.
3. It is recommended that volunteers work in pairs throughout the winter season to help keep the ice rink properly maintained.
4. Volunteers will typically be required after 4pm on weekdays and on weekends unless otherwise requested by staff.

Ice Building and **Maintenance Procedure**

Ice Building Procedure – TO BE COMPLETED BY STAFF

How to lay the first sheet of ice.

1. Snow should be kept off the planned rink area to allow the frost to freeze the ground. This will ensure that there will be level ground for the rink liner to be installed.
2. The temperature must be consistently below freezing. Recommended temperature is between -10°C and -17°C.
3. Install the rink liner and add water to cover the shallowest point with 90 mm of water. It is recommended that the water be added from the fire truck versus a garden hose for a smoother ice surface.
4. Once water is completely frozen which should take approximately 3 – 4 days after initial flooding, install kick plate and cut off liner above kick plate.

Maintaining a Good Ice Surface

Flood as often as possible. Build up the sheet's thickness so that on mild days the rink can withstand the sun without patches of earth showing through and chunks breaking off the surface. **Caution:** Make certain that each flood is frozen solid prior to adding another.

- The ice surface must be scraped clean of all snow, ice chips, flakes and dirt before flooding. Make sure the edge of the scraper is straight.
- It is very important, when removing the snow for the ice surface, not to block the entrance used by the machinery and/or vehicles. Throw the snow clear of this entrance. The entrance for emergency access must be kept clear at all times.
- Good ice is clean ice, not covered by dirt or litter. This is primarily a participant concern, however, proper supervision will increase awareness and lessen the maintenance frustrations. Smoking on the ice surface should be discouraged as a lit cigarette butt can melt and mar a good skating surface.
- Be aware that many individuals using the rink will be wearing boots or rubbers rather than skates. Restrict the use of salt or sand in areas such as walkways, the equipment storage area, parking lot, etc. otherwise this salt or sand will eventually end up on your rink causing you maintenance problems.
- "An Ounce of Prevention" ... Ongoing repairs to cracks and chips in the ice surface is more desirable than attempting to repair damages to the ice surface through flooding alone.

The Steps for Repairing a Crack, Chip or Hole are:

1. Sweep or clean the hole of all snow or ice chips.
 2. Mix a slush mixture of snow and water.
 3. Pack the slush in the hole.
 4. Level off the slush with a shovel, trowel, hockey stick or puck, etc.
 5. (Optional) Sprinkle with a light flood of water.
 6. Keep people from skating on the spot until frozen (see diagram).
- Shell Ice ... During your flooding, whether it be on your initial sheet or ongoing throughout the winter, be aware of shell ice. Shell ice occurs when for some reason or another, an air bubble is frozen into the surface. Shell ice is characterized by a white patch of thin brittle ice that is easily broken. When broken, the layer of ice underneath is exposed.

How do you Deal with Shell Ice?

1. Break the surface.
2. Remove the brittle ice completely.
3. Pack solid with a mixture of snow and water.
4. Level with shovel, trowel, hockey stick, etc. and remove excess slush.
5. Avoid stepping or skating on this area until frozen solid (seediagram).

Care of Equipment

The proper care of equipment will insure that when it is required, it will be available. Consider the following hints or suggestions on proper maintenance:

- Please do not leave any equipment outdoors overnight and return the equipment to the storage room when not in service.
- Please do not leave shovels or brooms lying around.
- To drain the garden hose, please elevate the hose nearest the tap and walk towards the nozzle. Any water remaining within the hose should drain. This will minimize excess water or ice buildup in the hose.
- Please be certain that the water is shut off completely after every use.
- Please keep the storage area clean at all times.
- Please don't leave the storage area unlocked or unattended.
- If straw brooms are used for sweeping around the edges, please monitor when they begin to lose their straw. The presence of large amounts of straw when flooding reduces the quality of the ice. Please request a new broom when this begins to occur.

Ice Problems that May Occur

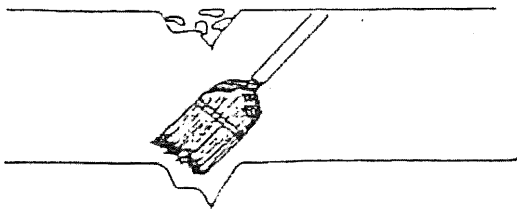
Some of the more common problems are:

1. Your nozzle doesn't fit, doesn't work or is leaking.
2. Your hose leaks or has a split.
3. Your water line is frozen or has burst.
4. Your scraper or shovel handle gets broken.
5. The storage area or ice surface has been vandalized.

The Recreation Department will provide training on general use of the equipment.

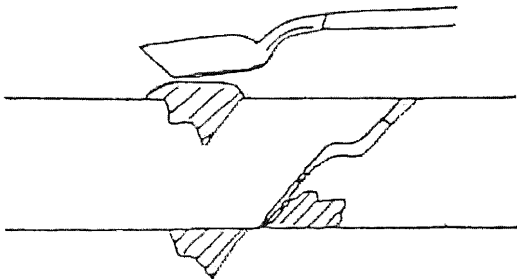
The Municipality is not responsible for the replacement or repair of damaged equipment that does not belong to the Municipality.

How to Repair Holes, Cracks or Shell Ice



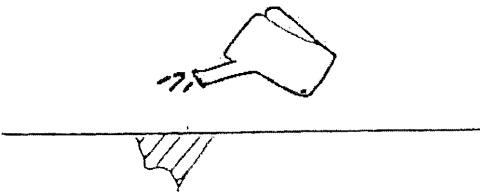
Uh Oh

Clean

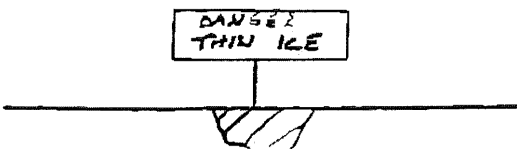


Pack Slush

Level

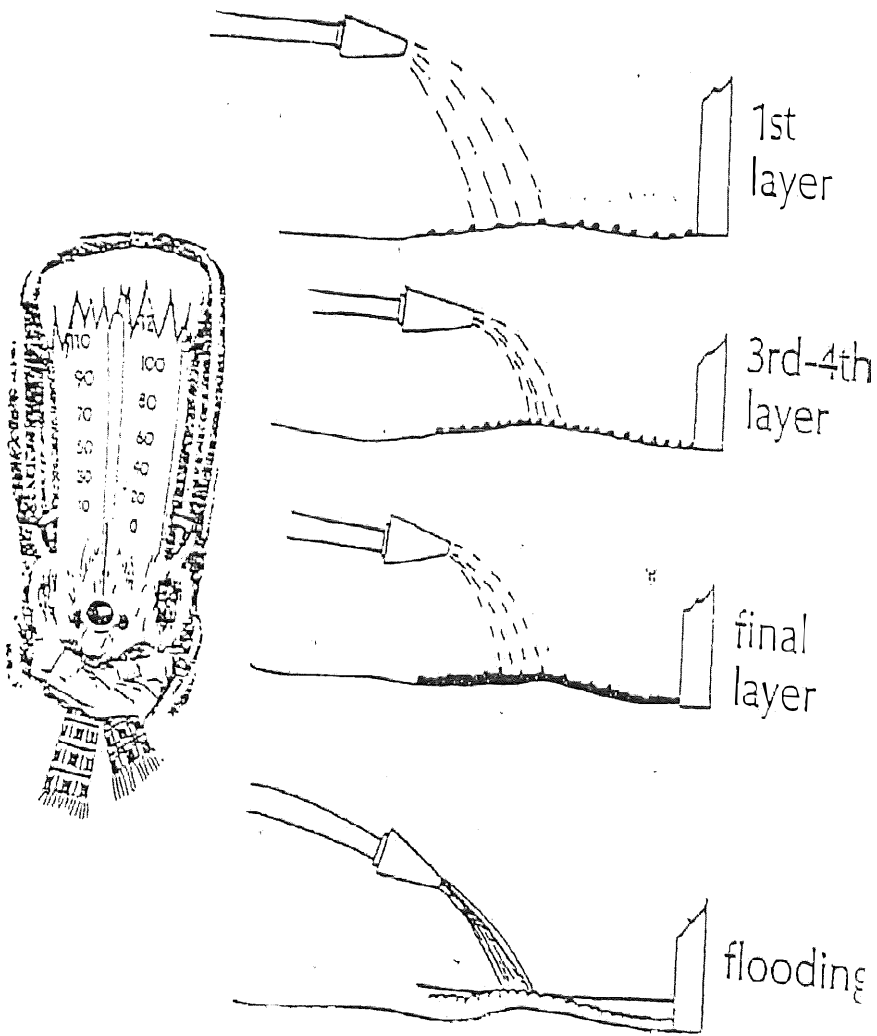


Sprinkle



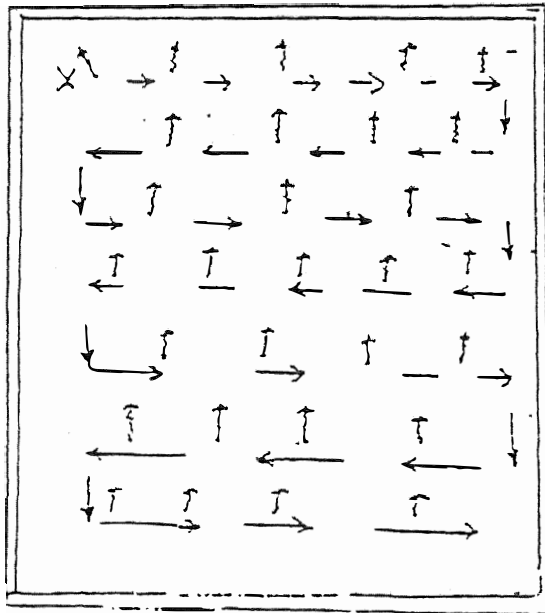
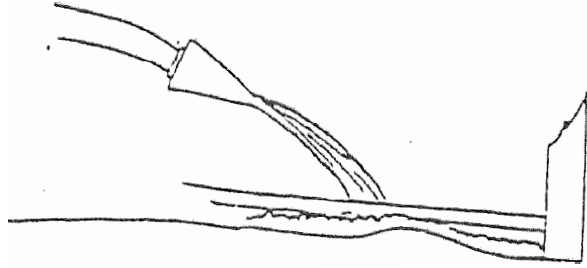
No Skating

Pebbling

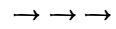


Flooding

1. Keep nozzle close to surface
2. Very little water pressure
3. A yard/pass



Water Flow



pattern utilized by individual flooding

Outdoor Skating Rink Log Sheet for Municipal Staff

Location:	Time:	Day of Week:	Year:	Month	Day
Weather Conditions & Temperature:					
Daily Average Attendance: Morning: [] Afternoon :[] Evening: [] Daily Total : []					

Inspected	Good (X)	Fair (X)	Poor (X)	Corrective Action Taken	Operator (Please Print)
Ice Surface					
Rink Boards/Snow					
Perimeter of Rink					
Storage Area					
Equipment					
Garbage Containers					
Signs					
Fencing					
Parking Lot					
Walkways					
Emergency Vehicle Access					
Notes:					

"Daily" Risk Management Report				
Time	AM	PM	Identify Condition & Corrective Action Taken	Operator (Please Print)
:				
:				
:				
:				
Comments: (Describe any extraordinary circumstances and action taken)				

What to do in case of Accident or Incident

Deal with medical emergencies immediately by calling “911” from the nearest phone.

If a problem arises volunteers should call the appropriate Recreation Department staff at 705-744-2700, during regular working hours or 705-497-6961, after hours. On evenings and weekends volunteers will receive a call back as soon as possible from an on-duty supervisor.

In all cases, be prepared to give the following information:

1. Your name and phone number.
2. The name and location.
3. The problem – as you see it.

Note: It is important that all persons involved in maintaining, flooding and operating the rink carefully complete the log sheets documenting the work performed. The log sheets you provide to the Recreation Supervisor will be kept in Municipal files. This documentation, along with completed, signed accident/incident report forms will be maintained for reference should any injury become the basis of an inquiry or legal claim.

ATTACHMENT 2

Outdoor Ice Rink Daily Inspection Form for Volunteers

Date/Time: _____ Volunteer Name(s): _____

Signature(s): _____ Hours Worked: _____

ITEM	ACCEPTABLE CONDITION	NATURE OF DEFECT
Perimeter Boards (Snow Clear from top and bottom of boards)		
Ice Surface Condition		
Lighting (on/off and after 5pm only)		
Parking		
Emergency Access (Access to Change Room and Rink – Clear of Snow)		
Other		

NOTES:

- 1) A inspection sheet must be completed and left in the designated area in the change room.
- 2) Ice Skating Rink defects shall be reported immediately. Please contact the Municipality of Calvin by e-mail at fire@calvintownship.ca or by telephone at 705-744-2700 or After Hours at 705-497-6961.

ATTACHMENT 3



Outdoor Ice Skating Rink

Rules and Regulations

- Inspect Ice surface prior to use
- Children should be supervised at all times
- Helmets and other safety equipment is strongly recommended
 - Alcohol is prohibited
 - Be considerate of others
- Hours of operation: 7:00am to Midnight

To report dangerous conditions or any damaged equipment,
please call 705-744-2700 or after hours—705-497-6961

MUNICIPALITY OF CALVIN
2020CT19 REPORT TO COUNCIL

REPORT DATE: **May 21/20**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Covid-19 Update**

The Province of Ontario officially entered the first stage of its *Framework for Reopening the Province* as of May 19th, 2020. As a result, we are also beginning to prepare to re-open to the public. The following steps are being investigated:

1. Barriers are being investigated and for the most cost effective way to install them at the front counter. They will need to be installed before the Municipal Office can be re-opened to the public.
2. Protocols and checklists are being developed as part of the provincial directive for re-opening in order to protect the municipal employees as well as the public. These will include protocols of how staff will help the public at the front counter as well as how staff will help the public by appointment. There will also be protocols for the use of the Community Centre, once it is allowed to be re-opened, for municipal use (ie. Council Meetings, Planning Board Meetings, etc....) as well as use by the public (ie. Community Group Meetings, Fitness Classes, etc....).
3. We are currently working on a protocol and checklist for the municipal outdoor washrooms for cleaning, what supplies are required and how to maintain supplies within said washrooms for public use. The North Bay Parry Sound District Health Unit, the Public Services Health and Safety Association and regional municipalities have been contacted to aid in the development of this protocol.
4. A Council decision is required regarding the extension of the deadline for interim tax payments (currently due May 30, 2020). It is the recommendation of the Treasurer that this due date not be extended as it will cause the due dates for the interim and final tax bills to be very close together. This does not allow much time for tax payers to save for the payments.
5. The next installment of property taxes will be sent out in mid-July 2020 with a due date of August 31, 2020.
6. Currently, if the community is in need of a dog tag, please send an email, call the office or send a fax with the name of the dog, age, colouring, demeanour, special marking and the name and address of the owner. A dog tag will be mailed to you.
7. The precautions that have been put in place at the Landfill will remain in effect for the foreseeable future. When campgrounds have fully re-opened, the Tuesday landfill hours will resume to normal April to October hours. Staff is monitoring any changes the Province makes on a daily basis.
8. The Public Works Department is still operational. We ask that no one visit the municipal garage unless it is necessary and if visiting the garage is required that the protocols that are in place for physical distancing and cleaning are followed.

9. The Building Department is once again issuing building permits as per May 19th, 2020 under the first stage of the provincial re-opening. As the office is not open to the public yet, please email (building@calvintownship.ca), phone (705-744-2700 or 705-218-0899) or fax (705-744-0309) your questions, permit requests, etc.....to the municipal office.
10. Any issues with By-Law Enforcement may be delayed but we will work on resolving issues as best we can. Please continue to call the office or email administration@calvintownship.ca.
11. For any planning issues, please email East.Nipissing.Planning.Board@gmail.com. We are unsure at this time when Planning Board Meetings will resume as the Community Centre is not open.
12. The provincial fire ban was lifted as of May 16th. However, please continue to watch our website, Facebook page and the Citizens Alert application for any changes to this status due to the conditions. For any Fire Department related issues, please email fire@calvintownship.ca or contact the Fire Chief by calling the Municipal office.
13. For the most up to date information, please visit our website, Facebook/Twitter page and/or the Citizens Alert application.

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: May 26, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby authorizes the Interim Taxes deadline to be extended a second time to , from the original deadline of March 31, 2020, due to the Covid-19 outbreak in order to help our community deal with the current circumstances.”

CARRIED

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
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Ministry of Health

Office of Chief Medical Officer of Health, Public Health
393 University Avenue, 21st Floor
Toronto ON M5G 2M2

Tel.: 416 212-3831
Fax: 416 325-8412

Ministère de la Santé

Bureau du médecin hygiéniste en chef, santé publique
393 avenue University, 21^e étage
Toronto ON M5G 2M2

Tél. : 416 212-3831
Télééc. :416 325-8412

May 19, 2020

MEMORANDUM

TO: Board of Health Chairs
Medical Officers of Health and Associate Medical Officers of Health
President, Association of Municipalities of Ontario
Chief Administrative Officers and Clerks of Ontario's 444 Municipalities

RE: Amendments to permit the opening of some outdoor recreational amenities

Earlier today, the government announced that it amended Ontario Regulation 104/20 made under the *Emergency Management and Civil Protection Act* - Closure of Outdoor Recreational Amenities. These amendments will come into effect on May 19, 2020 and will allow the opening of the following amenities:

- Outdoor sports facilities and multi-use fields (including baseball diamonds, soccer fields, and frisbee golf locations, tennis, platform tennis, table tennis and pickleball courts, basketball courts, BMX parks, and skate parks);
- Off-leash dog areas; and
- Outdoor picnic sites, benches and shelters in park and recreational areas.

Any person who uses the above amenities must maintain a physical distance of at least two metres from any other person using the amenity (unless they are part of the same household).

Refer to <https://files.ontario.ca/solgen-oic-amend-104-20.pdf> for details.

With these changes, the existing emergency order will maintain the closure of all outdoor playgrounds, play structures and equipment and portions of park and recreational areas containing outdoor fitness equipment. It will also include the continued closure of outdoor swimming pools and other similar amenities, such as pools, whirlpools and spas, splash pads, spray pads, wading pools, and water slides and all communal facilities intended to be used by persons using outdoor sports amenities (unless they are permitted to be used under O. Reg. 82/20 made under the *Emergency Management and Civil Protection Act*- Closure of Places of Non-Essential Businesses).

The COVID-19 Public Health Measures Table has been consulted on these changes and are supportive of the opening of these amenities at this time.

We recognize that owners of amenities, including municipalities, may need additional time to prepare for their opening and may choose to restrict access until they deem appropriate. Amenities should not be made available for public use until it is safe to do so.

I have attached a set of Qs and As that provides additional information for local public health units and municipalities to support the safe implementation of these changes.

Please continue to communicate the importance of public health measures such as physical distancing, handwashing, and staying home when ill. They will be critical for keeping Ontarians safe as we continue to respond to this pandemic in Ontario.

If you have any questions please contact Chris Harold, A/Manager, Integrated Strategy and Policy Coordination, at chris.harold@ontario.ca, or Colleen Kiel, Director, Strategy and Planning at colleen.kiel@ontario.ca.

Thank you for your continued efforts.

Yours truly,



David C. Williams, MD, MHSc, FRCPC
Chief Medical Officer of Health

cc: Dr. David McKeown, Associate Chief Medical Officer of Health
Dr. Barbara Yaffe, Associate Chief Medical Officer of Health
Alison Blair, ADM, Emergency Health Services and Public Health Modernization Lead

Ministry of Health

Qs and As for Medical Officers of Health and Municipal Chief Administrative Officers and Clerks — Opening Some Outdoor Recreational Amenities

Ontario amended O. Reg. 104/20: Emergency Order Under Subsection 7.0.2 (4) of the *Emergency Management and Civil Protection Act* — Closure of Outdoor Recreational Amenities to permit the opening of some outdoor recreational amenities starting May 19, 2020.

Q. What amenities can be opened?

A. The following outdoor recreational amenities can be opened as early as May 19, 2020:

- Outdoor sports facilities and multi-use fields (including baseball diamonds, soccer fields, and frisbee golf locations, tennis, platform tennis, table tennis and pickleball courts, basketball courts, BMX parks, and skate parks)
- Off-leash dog areas
- Outdoor picnic sites, benches and shelters in park and recreational areas

Individuals using these amenities, except for members of the same household, are required to maintain a physical distance of at least two metres or six feet.

Municipalities should only open these amenities when it is safe to do so.

Q. What, if any, amenities are required to remain closed?

A. At this time, the following outdoor amenities will remain closed:

- Playgrounds, play structures and equipment;
- Fitness equipment;
- Public swimming pools, splash pads and similar outdoor water facilities; and
- Communal facilities intended to be used by persons using outdoor sports amenities, except to the extent they provide access to a washroom or a portion of the facility that used to provide first aid in accordance with O. Reg. 82/20 made under the *Emergency Management and Civil Protection Act*- Closure of Places of Non-Essential Businesses.

Q. Should washrooms be opened?

A. A municipality may choose to open washrooms in some or all of their outdoor amenities (i.e., parks).

If opened, individuals should physically distance, limit contact with surfaces as much as possible and wash their hands.

Q. Can the newly opened amenities be used to play sports?

A. Individuals may use outdoor sports facilities and multi-use fields for non-team sports, such as walking, running, biking, skateboarding, frisbee, kicking a ball, and low contact racquet sports like tennis, badminton, pickleball and ping pong. Individuals who use the opened amenities for this purpose are required to physically distance unless they are members of the same household.

Individuals are not permitted to play team sports, such as soccer or baseball, even on fields intended for this purpose unless they are members of the same household.

Q. Can people use the newly opened amenities for gatherings and events?

As per O. Reg. 52/20: Emergency Order Under Subsection 7.0.2 (4) of the Emergency Management and Civil Protection Act – Organized Public Events, Certain Gatherings, individuals are not permitted to have gatherings or events with more than five people.

Individuals using the newly opened amenities are required to physically distance unless they are members of the same household.

Q. How can individuals stay safe while using outdoor recreational amenities?

A. Everyone using these outdoor recreational amenities is required to physically distance from anyone who is not in their household. This means staying 2 metres or 6 feet away from other people.

If an individual arrives at an amenity, such as an off-leash dog area, sports field or picnic area, that is crowded, they should wait until there is enough space to physically distance or return at another time.

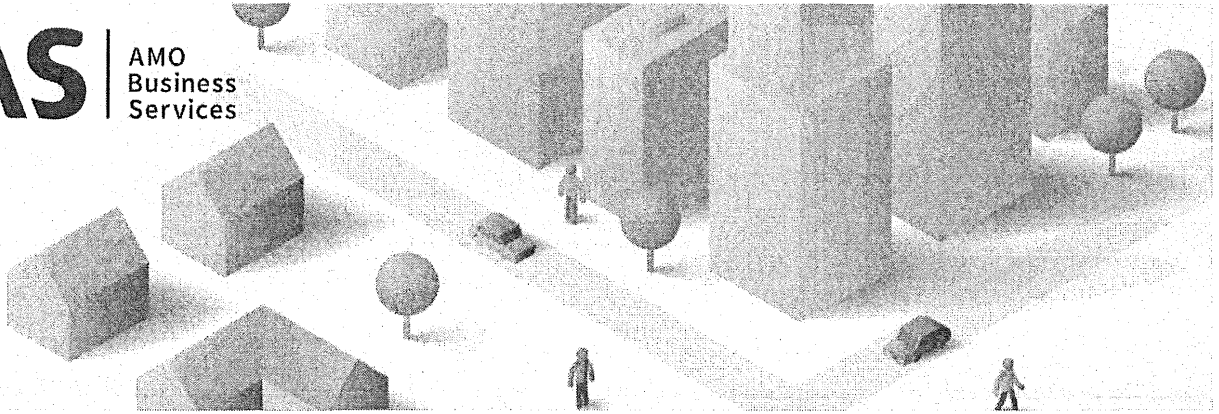
Individuals should also use hand sanitizer to clean your hands while out, wash your hands as soon as you get home, and stay home if ill.

Cindy Pigeau

From: LAS Communications <las@las.on.ca>
Sent: Monday, May 18, 2020 6:01 PM
To: Cindy Pigeau
Subject: FCM Asset Management Grant Now Available

[HOMEPAGE](#) [PRIVACY](#)

LAS | AMO
Business
Services



FCM Asset Management Grant Now Available

The call for applications is now open for the Federation of Canadian Municipalities' asset management grants for municipalities. **Apply for a grant of up to \$50,000** for an initiative that will help your community make informed decisions about operating, maintaining and replacing its infrastructure such as roads, buildings, water supply and sanitation systems.

The LAS Road and Sidewalk Assessment Service is a perfect fit for this funding, providing the data and software to take your asset management to the next level. The StreetScan vehicle gives an objective, 3D camera-based assessment to your surface assets, ensuring **complete objectivity and full coverage**. The NEW 360-degree camera option creates a detailed record of asset condition that can be accessed anywhere.

The Streetlogix is a comprehensive, **GIS based asset management** tool designed specifically for roads and sidewalks. The software helps to answer the important questions about your network, such as:

Given our budget, which roads should I repair next year?

If our budget stays the same, what condition will our roads be in ten years from now?

If we want our roads to be at a certain Pavement Condition Index (PCI), how much do we need to spend to meet our goal in five years? What about seven years?

Last time this funding was available 100% of the municipalities who applied for this funding for our program were successful. LAS will assist with the application process, letting staff focus on important tasks.

Contact us to learn more, or to get a free no-obligation quote for your municipality.

To opt-out of LAS Informz eBlasts, please email las@las.on.ca.

LAS

Helping communities work better.

200 University Avenue, Suite 801, Toronto, ON M5H 3C6

T: 416.971.9856, Toll-free: 1.877.426.6527 E: las@las.on.ca

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FONOM

The Federation of Northern Ontario Municipalities

May 14, 2020

The Federation of Northeastern Ontario Municipalities met on Wednesday, May 13th, 2020, by ZOOM, to discuss the issues and challenges facing their 110 members. Since the COVID19 Pandemic contributed to the cancellation of FONOM's Annual Conference, the Executive and Board have been meeting monthly to understand the changing landscape better. President Danny Whalen said "with several members of the Board sitting at other political tables, it's important that we hear from our members about the impacts the COVID19 Pandemic is having in the North".

The Board reviewed and discussed AMO's Policy Paper on the "OPP Detachment Boards, Building a Framework for Better Policing Governance." The Paper notes that Northern Ontario is unique, but the FONOM Board identified several issues with the DSSAB Boards replacing the current Detachments Boards. Community Policing is distinctive to each Municipality, and the current DSSAB's would not be the best solution for overseeing the Northern OPP Detachments. Several of those issues were;

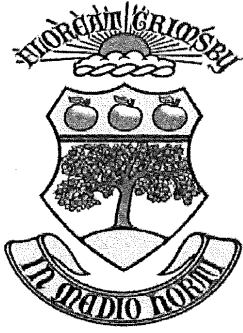
- The discrepancy between the number of DSSAB Boards to the number of Detachments.
- Representation on some boards, with members of the municipalities with no OPP contracts.
- The concern that this will start a conversation about the creation of Upper Tier or Regional Governments in the North.

During the meeting the Board appointed Sandra Hollingsworth to the Northern Ontario School of Medicine, Nominations and Community Relations Committee and as our representative to the AMO's Health Task Force. Sandra's experience working in the Health field will be a benefit for our members.

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.



President Danny Whalen
705-622-2479



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk
160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3
Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010
Email: skim@grimsby.ca

May 6, 2020

SENT VIA EMAIL

The Honourable Justin Trudeau
Prime Minister of Canada
80 Wellington Street
Ottawa, ON K1A 0A2

The Honourable William Francis Morneau
Minister of Finance
90 Elgin Street
Ottawa, ON K1A 0G5

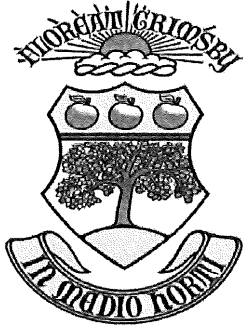
The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Prime Minister Trudeau, Minister of Finance Morneau and Premier Ford:

Re: Support for Commercial Rent Assistance Program

At its meeting of May 4, 2020, the Town of Grimsby Council passed the following resolution:

*Moved by Councillor Ritchie; Seconded by Councillor Vaine;
Whereas these are unprecedented times that have not been seen in generations;
and,
Whereas on April 16, 2020 the Canadian Federal Government announced a new
program called the Canada Emergency Commercial Rent Assistance; and,
Whereas this program is to be developed in unison with the Provincial and
Territorial counterparts; and,*



**The Corporation of the Town of Grimsby
Administration**

Office of the Town Clerk

160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3

Phone: 905-945-9634 Ext. 2015 | **Fax:** 905-945-5010

Email: skim@grimsby.ca

*Whereas this program is to provide relief to small business (in Grimsby and throughout Canada) with their rent for the months of April, May, and June; and,
Whereas many Provincial programs have been announced to date but have generally aimed at the residential, rather than the commercial, rent markets; and,
Whereas many small businesses in the Town of Grimsby have been affected financially due to COVID-19, thus making rent payments difficult;*

Therefore be it resolved that the Town of Grimsby endorse this program whole heartedly, and request the Federal Government of Canada to work with its Provincial and Territorial Partners to expedite this program and offer this program as soon as possible; and,

Be it further resolved that the Town of Grimsby ask the Federal Government, and Provincial and Territorial Partners look at the possibility of extending this program if the impacts of COVID-19 continue past the month of June; and,

Be it further resolved that the Town of Grimsby ask the Federal Government and its Provincial, and Territorial Partners to make this program 100 percent forgiving to the small businesses effected; and,

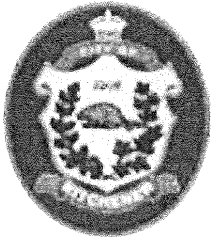
Be it further resolved that this motion be distributed to the Right Honourable Prime Minister of Canada, the Honourable Minister of Finance, the Honourable Premier of Ontario, and all municipalities in Ontario

Regards,

Sarah Kim
Town Clerk

SK/dk

Cc: Ontario Municipalities



JEFF BUNN
Manager, Council & Committee Services & Deputy City Clerk
Finance & Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7278 Fax: 519.741.2705
jeff.bunn@kitchener.ca
TTY: 519-741-2385

May 15, 2020

The Right Honourable Justin Trudeau, Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a special electronic meeting held on May 11, 2020, passed the following resolution regarding universal basic income:

"WHEREAS The World Health Organization (WHO) on March 11, 2020 declared COVID-19 a pandemic, pointing to the growing number of cases of the coronavirus illness around the world and the sustained risk of further global spread; and,

WHEREAS in response to the COVID-19 pandemic, the Province of Ontario and the City of Kitchener have declared a state of emergency under the Emergency Management and Civil Protection Act; and,

WHEREAS the City of Kitchener has approved the Early Economic Support Plan, which provides financial and economic support measures to help reduce the financial strain on citizens and businesses during the COVID-19 pandemic; and,

WHEREAS Statistics Canada has reported that the unemployment rate has risen to 7.8 per cent, with 1,011,000 jobs lost in March 2020, and that the COVID-19 pandemic has impacted the employment of 3.1 million Canadians; and,

WHEREAS the Federal government has announced \$82 billion in relief funding for the COVID-19 Economic Response Plan, utilizing tax deferrals, subsidies, loans, and credits to support citizens, businesses, and industries; and,

WHEREAS according to a 2018 Parliamentary Budget Office report, a Canada-wide basic income of the type previously piloted in Ontario would have an annual net cost of \$44 billion; and,

WHEREAS a universal basic income would likely have many positive effects, including reducing poverty, reducing strain on health care and social assistance systems, supporting businesses and the economy, reducing crime, as well as reducing administrative complexity and creating efficiencies for those in need of financial and economic support measures;

THEREFORE BE IT RESOLVED that the Council of the City of Kitchener urges the Ontario Provincial government to pursue a partnership with the Federal government for the establishment of a universal basic income;

BE IT FINALLY RESOLVED that this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; the Minister of Children, Community and Social Services; the Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario; the Local Members of Provincial Parliament; the Region of Waterloo; all Municipalities within the Province of Ontario; and, the Federation of Canadian Municipalities.”

Yours truly,



J. Bunn
Manager, Council & Committee Services/
Deputy City Clerk

- c. Honourable, Doug Ford, Premier
Honourable Amy Fee, M.P.P.
Honourable Belinda Karahalios, M.P.P.
Honourable Catherine Fife, M.P.P.
Honourable Laura Mae Lindo, M.P.P.
Honourable Mike Harris, M.P.P.
Honourable Todd Smith, Minister of Children, Community & Social Services
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Monika Turner, Association of Municipalities of Ontario
Kris Fletcher, Regional Clerk, Region of Waterloo
Bill Karsten, Federation of Canadian Municipalities
Ashley Sage, Clerk, Township of North Dumfries
Danielle Manton, City Clerk, City of Cambridge
Dawn Mittelholtz, Director of Information and Legislative Services / Municipal Clerk, Township of Wilmot
Grace Kosch, Clerk, Township of Wellesley
Olga Smith, City Clerk, City of Waterloo
Val Hummel, Director of Corporate Services/Clerk, Township of Woolwich
All Ontario Municipalities

Proposal

Proposed amendments to Ontario's Highway Traffic Act to develop a regulatory framework that would allow for evidence from a school bus camera to be introduced in court without the need for a witness.

Regulation Number(s): New Regulation

Bill or Act: Highway Traffic Act (HTA)

Summary of Proposal: The Ministry of Transportation (MTO) is proposing to make amendments to the Highway Traffic Act to develop a regulatory framework that will:

- Establish evidentiary rules that would clarify what evidence could be used to prove a driver improperly passed a stopped school bus without the need to have a witness present.

Background:

Municipalities and school boards already have the ability to use school bus cameras. Across the province, six municipalities have tested school bus cameras in their region. The Highway Traffic Act (HTA) does not currently prohibit adding video equipment to school buses that record drivers who illegally pass stopped school buses - provided that the equipment does not extend beyond the allowable dimensions of the vehicle, and it does not interfere with the safe operation of the bus. However, if the charge is contested in court any photo evidence would need to be introduced by a witness.

These amendments are being proposed to respond to requests from municipalities, school bus consortia, and the stop arm camera industry that the current framework is too onerous on school bus drivers, who would often be the witness to the offence. With this proposal municipalities can choose to use school bus camera systems without creating any additional burden on school bus drivers or the need for a witness to appear in court. By making these camera systems a more viable enforcement option, we are also creating safer roads around school buses for children. The ministry is also seeking feedback on whether signage should be required for these school bus cameras in order to ensure transparency to the public and further deter school bus passing incidents.

This proposal aligns to government priorities as it reduces red tape for business and municipalities. This change will provide greater opportunity for industry and municipalities to come together and implement school bus cameras. Once these regulations are finalized it will ultimately be up to municipalities and school boards to determine whether they would like to pursue a school bus camera program in their region.

It is anticipated that this proposal will not have any administrative costs for business. The proposed amendment will eliminate a barrier to the Ontario market by defining the evidentiary requirements to secure a conviction using photo/video evidence from a school bus camera without the need for a witness.

We invite you to submit comments on this proposal for MTO's consideration.

Further Information:

Proposal Number: 20-MTO028

Posting Date: May 12, 2020

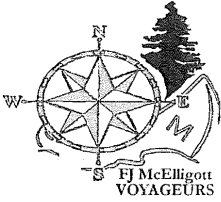
Comments Due Date: May 26, 2020

Contact Address: Ministry of Transportation
Road Safety Policy Office
Safety Policy and Education Branch
87 Sir William Hearst Avenue
Building "A", Room 212
Toronto, Ontario
M3M 0B4

|

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F.J. McELLIOTT INTERMEDIATE SECONDARY SCHOOL

370 Pine Street, Box 100, Mattawa, ON P0H 1V0 • Phone (705) 472-5720 Fax: (705) 744-0786

May 11, 2020

To Whom It May Concern,

Graduation, an important moment in the lives of our students, is fast approaching. In light of our current state of affairs, concerning the COVID19 pandemic, we'd like to provide a few updates to our usual graduation bursary letter. At the school, board and provincial level the plan for returning to school remains undecided. As such, our regular planning and preparation for graduation has been altered but not dismissed altogether.

The graduates of 2020 are feeling a full range of emotions and uncertainties and we are doing our very best to support and guide them through this challenging time. We do not yet have a specific plan in place for graduation but regardless, ***these students will graduate and would appreciate your support for their post-graduation endeavors.***

In addition, we'd like you to know that we are fully aware that some of our local businesses may not be in a position to contribute to this year's graduates. Please know that we support whatever decision you make and will reach out to you again next year.

We are seeking your support in the form of a donation for the graduating class of 2020. The amount of the award is completely up to you. A receipt for income tax purposes can be issued upon request. Please note that cheques are to be made payable to the Near North District School Board if you require a receipt.

Due to rotating and changing classes, it may be necessary to modify your bursary description. If you would like to be notified of any changes to the description, please reach out to the school. If you did not donate last year, please provide us with a brief description of the award for our selection committee. If you would like to donate a bursary award, please contact the school by June 12, 2020 so that we can make appropriate decisions.

Please contact Judy.Dupuis@nearnorthschools.ca or phone the school at 705-472-5720.

I trust you will give this request your careful consideration.

Your truly,

Judy Dupuis

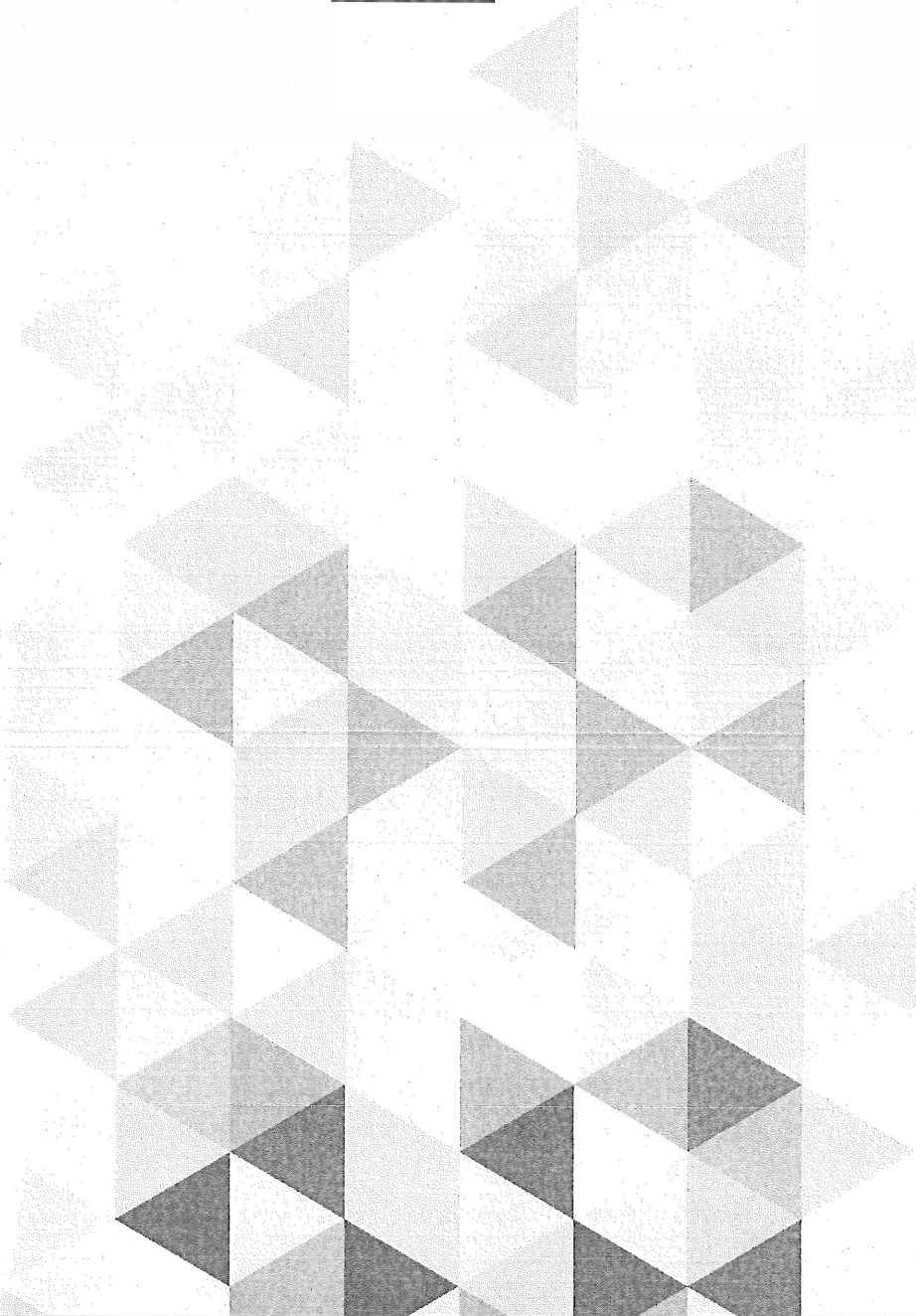
Judy Dupuis
Student Services

Julie Beaudoin

Julie Beaudoin
Principal



MUNICIPAL FINANCE
OFFICERS' ASSOCIATION
OF ONTARIO



The Financial Implications of the COVID-19 Pandemic on Municipalities: First Report

MAY 2020

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1. Executive Summary

Ontario is a vast province composed of diverse urban, rural, and northern municipalities that not only face dissimilar economic, geographic, and demographic challenges, but also deliver different suites of services. Like individuals, no two Ontario municipalities will experience the current crisis and the post-crisis recovery period in exactly the same way.

A “one size fits all” policy approach will not be an equitable process to mitigating the impact of the pandemic on municipal finances. Instead, focus should be on providing flexible policy tools that allow municipal leaders to use funds and resources where they are needed most in their communities.

This report documents a number of recommendations for both the federal and provincial government. It is a preliminary analysis as we are still in the early days of understanding the full implications of the pandemic on municipal fiscal health. We expect to provide further updates to this report as time goes on and more information becomes available.

The report’s recommendations are guided by two main objectives: leave municipalities in a financial position to continue to offer vital services (no ongoing major financial burdens that will impair them for years); and maintain essential services during the pandemic and into the recovery period. The recommendations are as follows:

- MFOA supports FCM’s recommendations to the federal government in principle.
- The Province establish a support grant to compensate municipalities for targeted net lost revenues resulting from the COVID-19 emergency. Targeted revenue streams include transit and recreation.
- The provincial or federal government provide forgivable interest-free loans to municipalities to address revenue shortfalls of a temporal nature.
- The Province establish an emergency cost recovery grant to compensate municipalities for increased costs directly related to the COVID-19 emergency.
- The provincial and federal governments, under existing programs, maintain committed transfer payments to each municipality as planned for 2020-2022.
- The Province extend statutory and non-statutory reporting deadlines: 1-year deferrals for new requirements and 6-month deferrals for existing reporting deadlines. Timelines should be reviewed in tandem with the easing of restrictions.
- The Province continue to work closely with its municipal partners to learn “on the ground” lessons of the financial impacts of the pandemic and to plan for future recovery.

2. Introduction

The current COVID-19 pandemic is causing major disruptions in the lives of Ontarians and presenting significant challenges for all levels of government to deal with the health and safety of residents, frontline health workers and others employed in critical economic sectors. The current circumstances are unlike any previously seen in Ontario or Canada. Supports for individuals, businesses and municipalities will need to be significant and sustained over an as yet unknown time period.

In Ontario, a state of emergency was declared on March 17 that included, among other things, the closing of non-essential businesses and the imposition of social distancing requirements. On April 14, the emergency was extended. It is unknown if further extensions will be required.

The closure of non-essential businesses has put those businesses in jeopardy as well as those employed in those businesses. The loss of business revenue and employment has had a major impact on many municipalities':

- Revenues
 - Government tax revenues and user fees decline when businesses close and employees are laid off
- Services
 - Municipalities have closed facilities and eliminated non-essential services. While essential services continue, challenges have emerged in providing those services in light of social distancing requirements
- Employees
 - While some municipal workers are now working from home, some employees in non-essential services risk being laid off as the state of emergency continues. Workers in essential services who are not able to work at home must have work environments that are safe and healthy.

This paper is an early examination of the impact of the COVID-19 pandemic on the finances of Ontario municipalities. It is a preliminary analysis as we are still in the early days of understanding the full implications of the pandemic on municipal fiscal health. We expect to provide further updates to this report as time goes on and more information becomes available.

This paper, and its preliminary recommendations, are informed by significant dialogue with our members. MFOA has had numerous discussions with a full cross section of our members in an attempt to understand how the pandemic has impacted municipal revenues and expenses as well as service provision on the ground. We have prepared this paper to facilitate ongoing dialogue with the Province about the issues we are seeing in the sector and possible solutions that are being discussed. We are fully convinced that the only sensible path forward involves intergovernmental coordination, extensive information sharing and a willingness for all levels of government to do what they can to address our common challenges.

We wish to thank our members who have collaborated with us and shared information, reports and thoughts with us to enable MFOA to present their concerns to the Province. Our members have not only worked closely with us but are dedicated to working with each other to understand common problems and find workable solutions. Finally, we also thank the Province of Ontario and the Government of Canada who have already undertaken important initiatives to address the pandemic and to provide financial relief to individuals and businesses. We hope that this paper will build on the existing desire to work together over the coming months that will include dealing with the pandemic and the subsequent economic recovery.

3. About MFOA

The Municipal Finance Officers' Association of Ontario (MFOA), established in 1989, is the professional association of municipal finance officers with more than 2,300 individual members. We represent individuals who are responsible for handling the financial affairs of municipalities and who are key advisors to councils on matters of finance policy.

MFOA promotes the interests of our members in carrying out their statutory and other financial responsibilities through advocacy, information sharing, networking opportunities, and through the promotion of fiscal sustainability. We also provide members with training and education to enable continuous professional development and to support excellence in municipal finance.

Since the beginning of the pandemic, MFOA has provided its members and the wider municipal sector with free just-in-time training on key areas of municipal finance, as well as opportunities for staff to share information with their peers on a regular basis. These sessions have allowed municipal staff to learn from experts as well as each other and help build communities of practice and support during these unprecedented times.

4. Principles

MFOA takes policy positions on a range of municipal finance issues. In each instance, the association adopts recommendations that are consistent with our long-standing principles. These include:

- Long term financial sustainability
- Flexibility
- Autonomy
- Permissive governance framework.

4.1 Long-term Sustainability

For a number of years MFOA has promoted the concept of long-term financial planning as a means to ensure financial sustainability. Sustainability requires long-term financial plans that are:

- Comprehensive
 - Includes all services (internal and external) and all municipal departments
- Integrated
 - Incorporates requirements in corporate strategic plans, operating and capital budgets, master servicing plans, development charges studies, asset management plans.
- Resilient
 - Contains provisions for managing revenue fluctuations (e.g. variable water consumption) and contingencies
- Long-term
 - Incorporates a long-term view of future financial requirements including future asset management requirements and growth-related capital and operating requirements.

In the context of the current pandemic, the principle of sustainability is of vital importance. Ensuring that municipalities can manage financially in 2020 is, of course, an immediate priority, but it should not be done at the expense of financially crippling them in 2021 and beyond.

4.2 Flexibility

Ontario municipalities differ dramatically in a number of ways, including the services they provide, population, area, assessment base, incomes of residents, levels of urbanization, staffing and a host of other variables. It is why it is commonly said that when it comes to municipal finance policy “one size does not fit all.” For this reason, MFOA usually advocates for a broad array of policy tools for municipalities recognizing that some tools are more appropriate for some of our members than others. Having a broad array of policy tools that are discretionary allows municipalities to use the tools in creative ways to address local circumstances.

With respect to the current pandemic, this means that some policy recommendations in this paper might not be appropriate for all of our members. Some will be better positioned to deal with revenue losses or increased costs than others and this reality is reflected in our recommendations.

4.3 Autonomy

It is understood that no government is fully autonomous. But MFOA provides recommendations that support autonomy by leaving decisions that are local in nature

with their duly elected local councils. Municipalities must have sufficient authority to be able to respond to local needs in ways that central governments cannot.

With respect to the pandemic, municipalities must have autonomy to play a role in dealing with the crisis and managing to the post pandemic period that will almost certainly require new approaches to public health and emergency planning.

4.4 Permissive Governance Framework

Building on the principles above, a permissive governance framework provides a flexible and varied array of policy tools for dealing with municipal issues and services. Uniform and rigid approaches seldom succeed and the legislative framework that governs municipalities and municipal finance needs to recognize this.

5. Objectives

Our objectives in writing this report is to make recommendations that:

- Leave municipalities in a financial position to continue to offer vital services (no ongoing major financial burdens that will impair them for years), and
- Maintain essential services during the pandemic and into the recovery period.

6. What Municipalities are Doing

Municipalities have a key role in mitigating the impact of COVID-19 on its communities; both to implement policies and procedures aimed at reducing the spread of COVID-19 as well as minimizing the economic repercussions of the pandemic on citizens. This section highlights some of the municipal actions amid the current pandemic, although this is not an exhaustive list.

6.1 Tax relief measures

At the onset of the Province's State of Emergency, many municipalities put in place tax policy changes to waive new penalties and interest for non-payment or late payment of property taxes. This decision provided immediate financial relief for many citizens. Some municipalities have taken a step further to defer property tax due dates by weeks or months to help provide cash flow relief for citizens.¹

¹City of Mississauga. (2020). Interim tax payment deferral, <https://www.cbc.ca/news/canada/ottawa/city-defer-property-tax-1.5501420>; Chianello, J. (2020, March 18). City (of Ottawa) to defer property taxes in light of COVID-19, CBC News, <https://www.cbc.ca/news/canada/ottawa/city-defer-property-tax-1.5501420>

In addition, a number of municipalities have made the decision to waive interest charges on water/wastewater billing until at least June 2020 or as late as January 2021. In one example, a municipality has made the decision to maintain 2019 stormwater, wastewater, and water rates until 2021.² Given the pandemic's impact on the hospitality industry, many municipalities are also deferring or providing exemptions to the Municipal Accommodation Tax.

The decision to defer or waive penalties for property tax and utility bills can not be taken lightly, as these charges are an important revenue source for municipalities. These funds contribute to the operation and maintenance of essential services which must continue during the pandemic. As such, MFOA appreciates the Province's action to defer the required municipal quarterly remittance of education tax collections by 90 days, which provides some financial relief for municipalities.

It is still too early to know the full impact of these measures since due dates have been pushed back in many places. The dates themselves can also differ from municipality to municipality. A municipality with a February due date may report different collection ratios than municipalities with due dates after the State of Emergency was declared. To date we have heard from some members that property tax collection is still strong compared to previous years, but this is not expected to be true everywhere.

6.2 Closing facilities

The Province's State of Emergency on March 17th resulted in the immediate closure of municipal facilities such as parks, libraries, recreation centres, and more. The closure of these facilities is necessary to help reduce the spread of COVID-19, but there are significant revenue losses as a result. For instance, arenas are unable to collect for ice rentals during the hockey season which is a major source of funds from public arenas in the winter season. Pools are unable to run programming. Additionally, municipalities are incurring expenses through the increased use of bylaw officers to enforce the closure of parks.

As the pandemic began at the end of the winter season, the lost revenues are a one-time occurrence. However, if the pandemic persists into the Summer/Autumn season it will result in further significant revenue losses for municipalities. After water/wastewater and transit, recreation fees are a major revenue source for lower tiers and single tiers. While there may be cost savings related to closing the facilities, these are not sufficient to offset the revenue losses. And unlike property taxes, which are largely deferred, this is a permanent loss.

6.3 Reducing user fees

To further provide financial relief, municipalities have either reduced or removed fees for various services. Many upper- and single-tier municipalities are providing free transit

² Town of Richmond Hill. (2020). COVID-19, <https://www.richmondhill.ca/en/find-or-learn-about/novel-coronavirus.aspx>

until the State of Emergency is lifted, which minimizes contact with transit operators as well as reducing costs for those who need it most. Similarly, municipalities are waiving city parking.³ To contain the spread of COVID-19, many municipally-owned landfills have modified service levels for the general public. Some municipalities are also temporarily waiving fees for garbage tags and increasing their garbage limits.

6.4 Other supports

Municipalities are also helping the most vulnerable members of their communities through a range of supports and partnerships. The City of Toronto has partnered with a local developer to provide interim housing for people sleeping outdoors.⁴ The City of Thunder Bay is providing emergency funding to local non-profits to backstop organizations that have taken on a larger role during the COVID-19 pandemic.⁵ The County of Renfrew placed free wi-fi access points across the County.⁶

6.5 Cost reduction strategies

Municipalities are currently considering the financial impacts of COVID-19 and what short-term strategies can be implemented to minimize losses. Municipalities have identified incremental cost savings in the form of reduced utilities in now-closed facilities, as well as savings due to lower fuel prices. However, these savings do not offset the losses.

In the short-term, staff in non-essential work are either being redeployed to essential jobs or are being laid off, many under Declared Emergency Leave. Likewise, some municipalities have made the decision to not hire summer students, as well as cancel summer recreation programs. While several municipalities have yet to lay off staff, if the State of Emergency continues in the coming weeks this situation is likely to change.

Municipalities have begun to defer smaller projects such as planting flower beds, but under the Emergency Management and Civil Protections Act, essential maintenance work continues such as road work.

As the crisis continues and municipalities continue to analyse the financial impacts, we can anticipate further cost reduction strategies. MFOA has heard of some considerations, these range from strategies such as a moratorium on professional development and personal equipment, to deferrals of ongoing tenders, studies (such as development charge studies), and potential deferral of capital projects into 2021. At this time, it is unknown whether municipalities will need to implement these cost saving

³ Tsekouras, P. (2020, March 18). Some parking offences suspended amid COVID-19, CTV News, <https://toronto.ctvnews.ca/some-parking-offences-suspended-amid-covid-19-outbreak-1.4858577>

⁴ [City of Toronto taking action to fight COVID-19 by providing interim housing to people sleeping in encampments](#)

⁵ Kaufman, I. (2020, April 29). [Non-profits get emergency funding from city](#), [tbneswatch.com](https://www.tbneswatch.com)

⁶ County of Renfrew. (2020, April 3). COVID-19, <https://www.countyofrenfrew.on.ca/en/covid-19.aspx>

measures, but it is an important consideration when analyzing the longer-term effects of COVID-19 on municipalities.

7. Financial Challenges

The COVID-19 pandemic is creating major challenges for municipalities. The closing of non-essential businesses translates into reduced revenues while at the same time municipalities are incurring additional costs related to the pandemic. These realities mean that 2020 will be financially problematic for many Ontario municipalities and the financial fallout could continue into 2021 and beyond.

Ontario is a vast province, counting 39% of the population and 10.8% of the area of Canada^{7,8}. Its diverse urban, rural, and northern municipalities not only face different economic, geographic, and demographic challenges, but also deliver different suites of services. Like individuals, no two municipalities will experience the current crisis and the post-crisis recovery period in the same way.

Further, given the unprecedented nature of the crisis, it is important to note that the financial challenges identified below reflect municipal understanding and forecasts to a point in time. As time goes on, the picture will become clearer. Actual impacts will only be known after the dust has settled and the recovery is well underway.

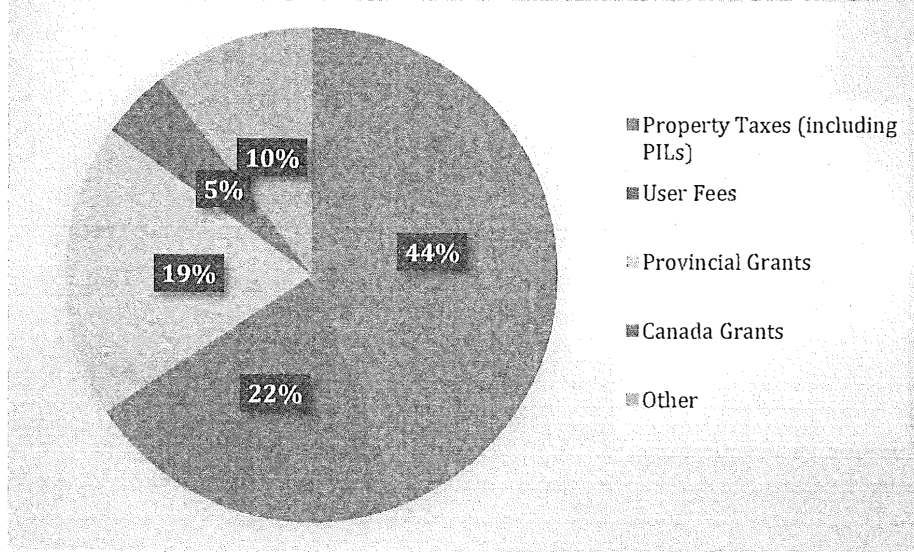
7.1 Revenue Shortfalls

The primary sources of revenue for municipalities include property taxes, user fees, provincial and federal grants and a range of other revenues that could include investments, fines and penalties, licenses, asset sales and others. Chart 1 below illustrates 2018 municipal revenues by source for the entire Province.

⁷ Statistics Canada. [Table 17-10-0009-01 Population estimates, quarterly](#)

⁸ Statistics Canada. [Table 15.7 Land and freshwater area, by province and territory](#)

Chart 1: Municipal Revenues by Source⁹



The shares shown in the chart will vary among municipalities in the Province. The revenue distribution for Wilmot Township (Waterloo Region) included in a recent webinar to MFOA members shows a significantly higher reliance on property tax revenues than the provincial totals in Chart 1.¹⁰ A decline in property tax collection can have a major impact in a municipality such as this.

Notwithstanding the variations from the provincial average, it is the case that property taxes and user fees will account for a significant portion of total revenues almost everywhere.

Revenue losses are not all the same. For example, there is a strong expectation that property tax in particular will eventually be paid, or largely paid. There are powerful tools available in legislation to encourage payment up to and including tax sales. However, transit fares and recreation revenues are different. Lost revenues are lost permanently. There is no way to charge people for trips that they did not make. In cases where the service continues to be provided, the remaining revenues will be insufficient to meet costs. This will contribute dramatically to in year deficits.

Almost all municipalities are experiencing declines in the full range of revenue sources that includes property taxes, user fees, development charges, and investment income, but to different degrees.

- Per the City of Greater Sudbury's report dated April 9, total estimated lost revenues between March 17th and April 30th are \$2.2M (primarily comprised of

⁹ The chart includes cash revenue sources only and excludes revenues, such as the municipal land transfer tax, that is unique to the City of Toronto.

¹⁰ MFOA. (2020, April 14). Financial Impacts of COVID-19: Part 1 Panel Discussion. http://mfoa-assets.s3-ca-central-1.amazonaws.com/Financial_Impacts_COVID19.mp4

losses in transit, leisure/recreation, investment, OLG slot revenue) slightly offset by \$185,047 (additional long-term care and social services funding received) for a net loss of \$2M for the seven week period. Total 2020 operating budget is \$619.7M.¹¹

- Per the Township of Malahide's report dated April 2, total estimated lost revenue to year end 2020 is over \$537,000 (primarily comprised of losses in permit fees, penalties and interest, lottery and tax certificates). Total 2020 operating budget is \$13.9M.¹²
- Per the Municipality of Port Hope's presentation dated April 29, total estimated lost revenue to June 30th is \$507,000 (primarily composed of losses in recreation, permits, parking) offset by \$144,000 in reduced salaries for a net loss of \$363,000. Total 2020 operating budget is \$20.2M.¹³
- Per the City of Mississauga's report dated April 6, total estimated lost revenue to June 30th is \$67M (primarily comprised of losses in transit, recreation, parking, investment interest, POA) partially offset by cost containment of \$8M (staffing) for a net loss of \$59M. Total 2020 gross operating budget is \$924.3M.¹⁴

7.1.1 Property taxes

As shown in Chart 1, property taxes accounted for approximately 44% of all revenue province wide in 2018. Municipalities typically bill property taxes in two billings. An interim bill is issued early in the tax year and it is set to raise approximately 50% of the prior year's levy. A final tax bill is issued later in the year and raises the balance of the municipality's tax requirements for the year. Both interim bills and final bills have one or several installments, each with its own due date. By April, interim bills have been sent that can have a range of due dates, some of which would have included dates prior to the declaration of a state of emergency by the Province or perhaps shortly after that date. Typically, municipalities will impose penalties and interest for unpaid tax amounts after the due date.

Our members indicate that collection rates for these early dates may not be significantly impacted but there is concern that collection rates will fall with respect to later dates occurring after the closure of non-essential businesses and the layoff of their employees. Many municipalities have deferred payment dates and waived penalties

¹¹ Greater Sudbury. (2020). 2020 Budget. <https://www.greatersudbury.ca/city-hall/budget-and-finance/2020-budget/>

¹² Township of Malahide. (2020). 2020 Budget. http://www.malahide.ca/sites/default/files/2020_budget_public_summary.pdf

¹³ Municipality of Port Hope. (2020). 2020 Budget. <https://www.porthope.ca/budget>

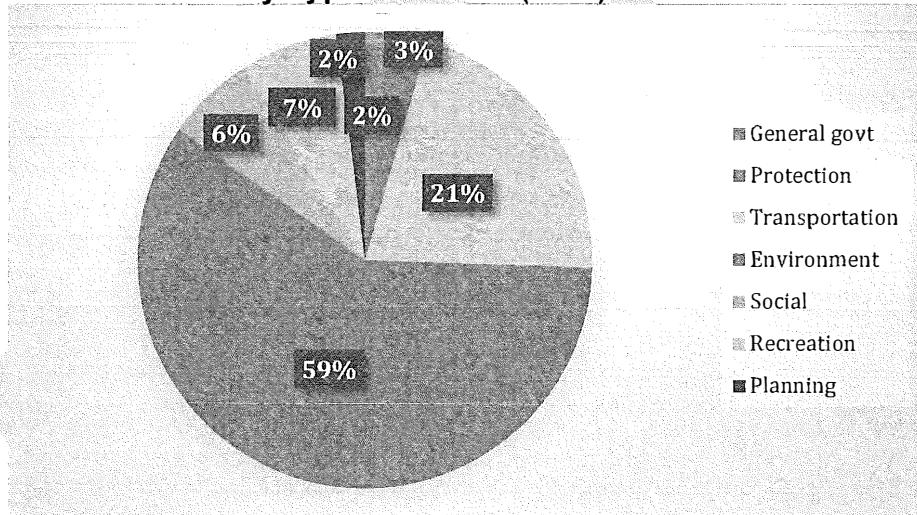
¹⁴ City of Mississauga. 2020 Budget. https://web.mississauga.ca/wp-content/uploads/2019/11/27103505/2020_2023_Business_Plans_2020_Budget_COMPLETE_CONSOLIDATED_GFOA-1.pdf

and interest on unpaid amounts. This means that due dates are effectively pushed into the future. Therefore, it is too early to have an accurate estimate of the impact of the state of emergency on property tax receipts. However, it is highly likely that property tax revenues will be significantly lower in many jurisdictions. The full extent of the impact will be better known by the end of June perhaps, but even then, uncertainty will remain if no progress is made on reopening the economy. Unfortunately, numerous recent articles suggest that some small businesses may close permanently, putting further pressure on municipal property tax collections.

7.1.2 User fees

Province-wide, user fees account for 22% of municipal revenues. Again, this varies by municipality. Municipalities impose a wide range of user fees that include charges for water and wastewater, transit, recreation, solid waste collection, parking fees and others. Chart 3 below shows the major categories of user fees and their relative importance across the Province. The chart for individual municipalities could look very different in individual municipalities. For example, some municipalities will not have water and wastewater charges or transit fares. In these places it could be that recreation fees will be much more important.

Chart 3: User Fees by Type in Ontario (2018)



A picture is emerging of the impact on user fees caused by the pandemic and the closure of non-essential businesses. Transit ridership is down in municipalities that provide public transit. In some cases, the service has been suspended and in other cases ridership is down as people are encouraged to stay home and work from home where possible. Some municipalities have restricted the number of riders on buses to allow for social distancing and have put more buses into service to accommodate demand on less crowded buses. This has increased costs at the same time as fares are falling. All municipalities have closed their recreation centres. This has resulted in

a loss of revenues for space rentals. At this time, it is not known when these facilities will be re-opened.

Even when re-opened, residents may not participate at the same rate as originally forecast. In addition, the need for a staged re-opening may impact the rate of recovery with fewer participants but similar costs.

7.1.3 Other revenues

Municipalities are reporting losses of varying significance in a range of activities, including:

- Investment income
- Parking fees
- POA revenues
- Housing rents
- Child care parent fees
- Museum and other cultural facilities revenues
- Airport, marinas, etc
- Waste management
- Traffic infractions
- Development charges
- Permit fees

In its May 4th report to Council, the City of Thunder Bay has estimated that if the current measures continue beyond May, the impact would be approximately \$1.1 million per month for tax support operations and \$0.3 million per month for rate supported operations.¹⁵ The City of London, in its April 28th report to Council, estimated multi-million dollar losses related to transit, water and wastewater treatment, investment income, police services, parking, accommodation tax, and event revenue based on a return to “normal” operations between June and August; while the Town of Aurora estimates significant financial impacts, in its April 28th report to Council, to development, recreation including parks and advertising revenue, in addition to loss of property tax penalties.¹⁶

7.2 Cost pressures

In many instances, municipalities are experiencing increased costs as a result of the pandemic. As noted above, even though transit ridership is down, the requirements of social distancing and the need to get essential workers to work means that service

¹⁵ City of Thunder Bay (2020, May 4). Financial Implications of COVID-19 Pandemic & Budget Variance Report #1, <https://www.thunderbay.ca/en/city-hall/resources/Documents/Mayor-and-Council/AddInfo-Thurs-Apr-30-for-May-4-package-A.pdf>

¹⁶ Town of Aurora. (2020, April 28). COVID-19 Financial Impact Forecast, <https://www.aurora.ca/en/your-government/resources/Legislative-Services/Agendas-and-Minutes/2020-Council-and-GC-Documents/Council-Agendas/2020-04-28-Council-Agenda-bmk.pdf>

needs to be maintained with more buses transporting fewer people. Also, depending on a municipality's suite of services, additional costs can relate to overtime (to maintain adequate staffing levels), additional personal protective equipment (PPE), and supplies.

Further, the need to socially distance has resulted in the purchase of additional technology to support remote work. It has also meant a fundamental change in how many municipalities and Councils operate in a very short time span. These types of changes have more resource implications and require more to implement than simply purchasing equipment, such as the need to adopt and train staff on new policies and procedures.

Municipalities are also subsidizing other key local services. For example, the City of North Bay will be providing a monthly subsidy to their local airport to offset the shortfalls due to a 70%-80% drop in passengers.¹⁷ Local airports, such as the North Bay Jack Garland Airport, are not eligible for the federal government's airport funding supports.

7.3 Cost containment

Municipalities, overall, are good financial managers. Their culture of fiscal discipline is the result of multiple factors including the openness of municipal policy deliberation, the visibility of the property tax, and the high degree of provincial control over financial matters.¹⁸ ¹⁹ Given this culture, municipalities have responded to cost pressures with an array of cost containment strategies that include:

- Elimination of staff training and travel
- Hiring freeze including not hiring summer students
- Layoffs for part-time and casual employees
- Restricting overtime
- Reducing general maintenance on buildings
- Deferring 2020 capital projects where feasible
- Staff redeployment to reduce paid staff at home not doing work

There are additional offsets to some of these increased costs, but they tend to be minor. For example, municipalities report lower electricity costs and gasoline costs, but these are not significant enough to offset increases. Provincial and federal funding announcements have also helped address some costs. It should be noted as well that not all cost containment measures are available to all municipalities. In municipalities

¹⁷ Lee, M. (April 22, 2020). Airport to receive taxpayer assistance through 2020, <https://www.nugget.ca/news/local-news/airport-to-receive-taxpayer-assistance-through-2020>

¹⁸ Taylor, Z. (2016). Good Governance at the Local Level: Meaning and Measurement, https://munkschool.utoronto.ca/imfg/uploads/346/imfgpaper_no26_goodgovernance_zacktaylor_june_16_2016.pdf

¹⁹ Kitchen, H., and Slack, E. (2003). Special Study: New Finance Options for Municipal Governments, https://munkschool.utoronto.ca/imfg/uploads/139/kitchenslack_new_finance_for_municipal_governments_2003.pdf

with few staff, layoffs could seriously impact core functions, while municipalities with unions may have less flexibility with respect to staffing decisions.

7.4 Other challenges

In conversations with members, they have identified a number of other challenges related to the pandemic. One which is cited frequently is staffing. Some municipalities that have a number of COVID-19 cases can experience staff shortages, others face challenges in accommodating staff working from home which requires secure internet service, and all municipalities with essential services report the challenges of providing personal protective equipment to front line workers (e.g. police, fire, paramedics, public health, long-term care homes).

8. Provincial and Federal Assistance to Date

All three orders of government are working to support individuals and businesses during these unprecedented times. For municipalities, much of this role is to continue to provide the essential services that residents and businesses rely on, both on and off the front lines. This includes police services, fire, transit, water, waste management, sewer, paramedic, social housing, and long-term care homes, in addition to public health. Municipalities are also working to provide property tax and other relief options to support residents and businesses.

As evidenced by various municipal reports on financial impacts, for the most part, these service amendments do not allow municipalities to mitigate costs at the same rate as decreases in revenues, which will result in net loss positions. Further, with deferrals of major revenue sources, without a compensating decrease in costs, some municipalities are facing cash flow problems.

Given these pressures, MFOA members appreciate the assistance that has been provided to date to both them and the residents and businesses they serve. The federal government's support, primarily directed at individuals and businesses, will help keep Canadians afloat during these unprecedented times. While public sector bodies are excluded from many of these programs, municipalities benefit from the Reaching Home program for those experiencing homelessness and decreases in the Bank of Canada's key interest rate target. They await to hear whether top up funding for essential workers will flow to municipalities.²⁰

MFOA members also commend the Ontario government for trying to "ensure the necessary resources are in place to protect the health of our people and our economy in this province." The Province, through its mini-budget and evolving support programs,

²⁰ Aiello, R. (2020, April 15). Essential workers to get salary top-up, eligibility for emergency benefit expanded: PM, CTV News, <https://www.ctvnews.ca/health/coronavirus/essential-workers-to-get-salary-top-up-eligibility-for-emergency-benefit-expanded-pm-1.4897017>

has provided more assistance directly to municipalities.²¹ Funding announcements, cash flow supports, and regulatory changes for municipalities provided to date include:

- Deferral of the quarterly education property tax remittance to school boards (Action Plan, p. 11)
- Additional funding for long-term care homes, public health, ambulance and paramedic services, and emergency supports (Action Plan, pp.3-4)
- Electricity rate relief (Action Plan, p. 4)
- Creation of the COVID-19 Residential Relief Fund to help protect some of Ontario's most vulnerable people²²
- Child-care services to essential municipal workers, including public health, power, water, and wastewater workers²³
- Flexibility for redeployment and other measures where there is local need during the outbreak including public health, child care, social assistance, and by-law enforcement^{24,25}
- Extensions of DC bylaws and certain reporting requirements, as well as clarification about planning services
- Temporary Pandemic pay for certain frontline workers

All three orders of government have a shared responsibility for the wellbeing of Canadians. As the pandemic continues, light is shed and evidence is built with respect to the needs of residents, as well as municipalities. Municipalities appreciate the assistance provided to date and look forward to additional support through the crisis and its recovery. Support of the vital services municipalities provide acknowledge that there is only one taxpayer and that all governments are in this together.

9. Looking Ahead

As of the end of April, the time that this report was prepared, we have not yet reached the end of the emergency period declared by the Province. The duration of the current crisis and the length of the shutdown is still unknown. Total financial impacts for 2020 and beyond are also not known. Nor do we know whether additional financial supports will be granted to municipalities. Given the degree of uncertainty, this report focuses on immediate term issues arising from the closure of businesses, the loss of employment and the temporary loss of several important municipal services. This immediate term focus is reflected in the recommendations that follow.

²¹ Government of Ontario. (2020, March 25). Ontario's Action Plan 2020: Responding to COVID-19, <https://budget.ontario.ca/2020/marchupdate/pdf/2020-marchupdate.pdf>

²² Ministry of Children, Community and Social Services. (2020). COVID-19 Residential Relief Fund (CRRF), <https://www.mcscs.gov.on.ca/en/mcscs/crrf.aspx>

²³ TVO. (2020, April 17). COVID-19: What you need to know for April 17, TVO, <https://www.tvo.org/article/covid-19-what-you-need-to-know-for-april-17>

²⁴ O. Reg. 116/20 under the *Emergency Management and Civil Protection Act* (EMCPA)

²⁵ O. Reg. 157/20 under the *EMCPA Act* for municipal government with a similar order, O. Reg. 154/20, for District Social Service Administration Boards (DSSABs)

MFOA anticipates one or more additional reports on the state of municipal finance as more information becomes available. It is anticipated that future reports will also focus on the recovery period and have recommendations to stimulate the economy and potentially to amend the legislative framework governing Ontario municipalities. In addition, we expect to consult with members to ascertain their views on the implications of the pandemic for the future of public health services, emergency planning and the protection of frontline municipal staff.

10. Recommendations

The pandemic has had a major impact on municipal finances by reducing revenues as well as increasing costs. While cost mitigation strategies are being pursued by municipalities, they produce insufficient savings to cover the added costs and lost revenues being experienced around the Province. Further supports, beyond those identified in the previous section, will be required in order that municipalities be able to continue to provide vital services to residents and the necessary infrastructure to enable the economy to recover in 2021 and beyond.

10.1 Support FCM's recommendations in principle

In their April 23, 2020 paper, "Protecting vital municipal services", the Federation of Canadian Municipalities (FCM) makes the following four recommendations to the federal government:

- Deliver at least \$10 billion in targeted emergency operating funding to all local governments as direct allocations using a hybrid formula modelled on both the federal Gas Tax Fund (GTF) and a ridership-based allocation for municipalities that operate transit systems.
- Deliver additional emergency operating funding to individual local governments facing unique financial pressures related to COVID-19 that are not fully met by the hybrid formula above.
- Commit to revisit the need for additional operating funding within four months.
- Provide local governments with the ability to transfer unused allocations to the federal GTF program for capital expenditures as part of Canada's COVID-19 economic recovery plan.

MFOA supports these recommendations in principle. In a time of crisis, support programs should be easy to administer to help money flow directly to those that need it in a timely way. Leveraging the existing administrative infrastructure of the federal GTF, where possible, achieves this objective.

The recommendations account for the disproportionate impact of the pandemic on transit providers, while providing support to all municipalities across the country. There is also a built-in review of the request to allow FCM to modify their ask as municipalities develop a better understanding of actual impacts and finetune projections.

Where we pause is understanding whether the compensation requested is tied to actual impacts of the pandemic. Given the diversity of the municipal sector and in the interest of fairness and equity, it is probable that the allocation formula will not accurately distribute assistance to municipalities based on the impacts of the pandemic.

**Recommendation 1:
MFOA supports FCM's recommendations to the federal government in principle.**

10.2 Support for Revenue Shortfalls

As we have noted, lost municipal revenues is a significant issue. Some revenue reductions might be manageable, but any significant reduction in property taxes, transit fares, water and wastewater billings or recreation fees without a commensurate reduction in costs might have large and potentially unmanageable consequences.

It is too early to estimate the magnitude of lost revenues from major revenue streams, but we would urge the Province to put in place a support grant to compensate for a significant portion of net lost revenues.^{26,27} We further recommend that all Ontario municipalities be eligible for this grant. While many smaller jurisdictions may have impacts that are small relative to large urban municipalities, they may be large on a relative basis. Almost a quarter of Ontario municipalities would raise \$20,000 or less if they raised their levy by 1%. A \$200,000 impact would translate into a 10% levy increase at a time when we need to provide support to struggling businesses, employees, municipal frontline workers, and residents.

As discussed, with the deferral of major revenue sources and the need for service modifications without compensating decreases in costs, some municipalities are facing significant cash flow issues. For some revenue streams, the money will never be recovered. For example, the loss of user fees from operating transit systems is permanent; as is the loss of penalties and interest for municipalities that waived these charges on property taxes, utility bills, and other receivable balances. With other sources of revenue, the issue is temporal. For example, municipalities may collect deferred property taxes at a later date from property owners or recover amounts owing several years later via a tax sale.

²⁶ "The Canadian Urban Transit Association is seeking \$400 million a month to keep services running as farebox and other revenue drop by up to 100 per cent. To maintain physical distance between transit operators and passengers, many systems are forgoing fare collection altogether." [Public transit needs federal support now](#)

²⁷ In this paper, net lost revenue is defined as the reduction in a revenue stream less direct savings, grants, subsidies, other contributions, and cost mitigation measures taken by the municipality. (i.e. Net Lost Revenue = Revenue reduction – [Savings + Grants + Subsidies + Other Contributions])

Given these distinctions, we suggest that a support grant be targeted and related to demonstrable net lost revenues. The grant would be intended to work in tandem with other proposed funding supports, including the cost compensation grant.

We also suggest that the Province or federal government provide interest-free forgivable loans to municipalities to address current shortfalls that are more temporal in nature. For example, ones caused by deferrals and late payments of potentially recoverable amounts, like property tax. We further suggest that municipalities receive a lump sum as soon as possible. Municipalities would then pay back the loans based on actual amounts collected. Should no funds be collected on certain properties and tax sales ultimately fail, the loan provider would forgive that portion of the loan.

We believe taken together these two programs would help address current cashflow issues and help to reduce municipalities' need to tap into capital reserve funds which may be needed in the recovery period.

Recommendation 2:

- a. The Province establish a support grant to compensate municipalities for targeted net lost revenues resulting from the COVID-19 emergency. Targeted revenue streams include transit and recreation.**
- b. The Province or federal government provide forgivable interest-free loans to municipalities to address revenue shortfalls of a temporal nature.**

10.3 Cost Compensation Grant

Many municipalities in the Province are experiencing increased costs directly related to the pandemic. Such costs include: additional PPE for essential frontline workers; IT-related expenses to accommodate work from home; additional staffing costs related to the province's emergency measures (e.g. redeployments and the inability of employees to work at multiple long-term care homes); and more rigorous cleaning services.

In the past, the Province has provided a level of compensation for costs incurred to deal with emergencies, like natural disasters and the SARS pandemic. We recommend a continuation of this approach with respect to the current pandemic. To facilitate the process, we propose roughly modeling the program on the MMAH Municipal Disaster Assistance Recovery Program. Specifically, we recommend providing reimbursement for both operating and capital expenditures, as well as flexibility with respect to eligible costs. We also recommend that this include compensation for wages and other incremental staff-related expenses directly attributable to the pandemic. Due to the diverse nature of municipalities, types of expenditures may differ and a prescriptive listing of eligible expenses will fail to cover all local circumstances. Our members would welcome such a program and many have already started accounting for COVID-19 related costs separately.

One note of caution, while MFOA understands the need for accountability, we advise against the imposition of burdensome reporting requirements such as the application requirements for the former Ontario Disaster Relief Assistance Program (ODRAP). According to our members, the ODRAP requirements to recover expenses for damage caused by the 2013 ice storm were such that some municipalities believed that the cost of applying for relief outweighed the potential benefit.

Recommendation 3:

The Province establish an emergency cost recovery grant to compensate municipalities for increased costs directly related to the COVID-19 emergency.

10.4 Predictable, Stable Transfers

As noted above, federal and provincial transfers are an important source of revenue in almost all Ontario municipalities and a major source in many. We recommend that funding from existing transfers remain stable in the coming years. The scale and speed of jobs lost to the end of April 2020 as a result of the pandemic is unmatched in Canadian history.²⁸ Material drops in transfer payments places more upward pressure on municipalities' existing tax base during the recovery, when residents and businesses may continue to experience the effects of the pandemic. This pressure could result in decreases in service levels or continued deferral of capital projects in the near term, both of which could hurt the recovery process.

One specific transfer to consider at least maintaining is the Ontario Municipal Partnership Fund (OMPF). As the largest unconditional provincial grant to municipalities, OMPF is an important source of funding for many. In fact, some municipalities report more OMPF funding than own purpose taxation.

The Province and municipalities have a complex, intertwined relationship with transfers to municipalities covering a wide range of services.²⁹ As such, municipal transfers should be reviewed holistically and aligned with provincial-municipal priorities. For example, the anticipated benefit of an infrastructure stimulus grant could be undermined if paired with a cut to other infrastructure supports such as the Ontario Community Infrastructure Fund (OCIF).

We also recommend that the Province provide information about the status of municipal transfers as early as possible. Providing information earlier in the process allows municipalities to plan strategically and optimize their limited resources. While timeliness has always been valued by municipalities, its importance has only increased due to the high degree of uncertainty attached to all phases of the pandemic and recovery.

²⁸ Boisvert, N. (2020, May 8). Ontario has now lost more than 1 million jobs during the COVID-19 pandemic. CBC, <https://www.cbc.ca/news/canada/toronto/ontario-covid19-april-jobs-1.5562034>

²⁹ Eidelman, G., Hachard, T., & Slack, E. (2020). In It Together: Clarifying Provincial-Municipal Responsibilities in Ontario. Ontario360, <https://on360.ca/policy-papers/in-it-together-clarifying-provincial-municipal-responsibilities-in-ontario/>

In addition, we recommend paying transfers up front, rather than in instalments to assist municipal cash flows. MFOA also recommends, where appropriate, providing transfer payment and grant recipients discretion to focus on current priorities, similar to the time-limited flexibility offered by the Ministry of Children, Community and Social Services³⁰.

This would include:

- Having the flexibility to shift funding within the organization and across program areas to focus on critical services and needs in relation to COVID-19
- Not being held accountable to meet predefined service targets or performance measures
- Not be required to return funds if there is any underspending to address COVID-19 related pressures.

Recommendation 4:

The provincial and federal governments, under existing programs, maintain committed transfer payments to each municipality as planned for 2020-2022.

10.5 Extend Statutory and Non-Statutory Deadlines

At the onset of the Province's State of Emergency, municipalities were quick to mobilize staff and resources towards implementing the measures as well as provide relief and reassurance to the community where possible. Simultaneously, municipal staff have had to adjust to social distancing rules by working from home with little to no access to municipal offices. Coupled with the required day-to-day municipal operations that remain essential, municipal finance staff have had to drastically change their usual work plans.

Given these pressures, municipal staff currently do not have the capacity to complete regular reporting duties as required, both for legislative requirements and for non-statutory requirements, such as transfer payment agreements. This disruption will likely bleed into the post pandemic period as even once the State of Emergency is lifted, municipal resources will be devoted to recovery efforts.

Last year, the provincial government successfully worked with municipal associations to reduce the reporting burden. Despite this work, the issue persists. As such, MFOA recommends that in recognition of the ongoing pressures on municipal staff stemming from the pandemic, the Province extend their reporting deadlines. In the short-term, this will help municipalities focus on pandemic management. In the long-term, extending timelines will ensure municipalities can produce meaningful work that embodies the spirit of the required reporting.

For instance, the requirement for mandatory asset management plans for core assets under O. Reg. 588/17 of the Infrastructure for Jobs and Prosperity Act, 2015 is meant to encourage municipalities to use their asset management plans to inform capital project

³⁰ As per a memorandum dated March 24, 2020 from the Ministry of Children, Community and Social Services to regional stakeholders regarding COVID-19.

planning and budgeting. This process requires time and resources that are not available during the pandemic. Similarly, the implementation of changes to the Planning Act and Development Charges Act, especially the new Community Benefits Charge authority, will demand municipal staff time and money for consultants (see Appendix A).

In addition, MFOA has heard from municipalities concerned that they will have to repay large grants if they are unable to meet deadlines created in a pre-pandemic world. For some, extending deadlines addresses issues with changes to construction schedules due to physical distancing requirements, among other changes. An extension recognizes that we are operating in abnormal circumstances and helps municipalities deliver essential services without added pressure to complete burdensome reporting.

MFOA recognizes the importance of statutory requirements and the value that reporting and data have for evidence-based decision-making. Deferring deadlines will ensure municipalities meet these important requirements as well as enabling municipalities to target resources to pandemic management and recovery right now.

Recommendation 5:

The Province extend statutory and non-statutory reporting deadlines: 1-year deferrals for new requirements and 6-month deferrals for existing reporting deadlines. Timelines should be reviewed in tandem with the easing of restrictions.

10.6 Continue Intergovernmental Discussions

The pandemic is unprecedented and its impact on municipal finance are sweeping. MFOA has found that in a policy environment that is moving and changing as rapidly as this, that wide-spread and frequent dialogue is required. Regional and large single tier treasurers, who normally meet every other month, now have virtual meetings every week. Treasurers in regions or counties are meeting far more regularly as well. MFOA is hosting a number of information sessions on the financial impacts of COVID-19 to provide a vehicle for our members to share information, identify common problems and explore workable solutions. This has been invaluable. However, the dialogue with respect to municipal issues in general, and finance in particular, needs to include all levels of government. Such dialogue will be critical as we manage our way through the existing phase of the pandemic and transition to some type of new normal which will almost certainly require new approaches to emergency planning and the protection of health care services and workers. We urge the Province to continue to include municipal finance representatives in discussions about moving forward as municipalities will have a vital role to play. Any departure from the existing cooperative and inclusive discussions will be problematic.

Recommendation 6:

The Province continue to work closely with its municipal partners to learn the “on the ground” lessons of the financial impacts of the pandemic and to plan for future recovery.

11. Conclusion

At the time of writing this report, we are still in the early days of understanding the long-term effects of the COVID-19 pandemic, both from a public health and economic perspective. The current pandemic is unprecedented and requires all orders of government to come together as partners to manage the pandemic's reach for the safety of the entire province and nation. Once the pandemic is contained, the orders of government must continue to work together on efforts for economic recovery.

Municipalities are all unique in their size and circumstances, and the impact of the COVID-19 pandemic will vary widely across the province. This report documents a number of recommendations for both the federal and provincial government, but it is an important reminder that a "one size fits all" policy approach will not be an equitable process to mitigating the municipal financial impact of the pandemic. Instead, focus should be on providing flexible policy options that allow municipal leaders to use funds and resources where it is needed most in their community. Municipalities must continue to be partners in the economic recovery process to ensure that funding initiatives are tied to the principle of long-term municipal financial sustainability.

MFOA thanks all orders of government for their demonstrated leadership in this time of crisis. We hope that this paper will build on the existing desire to work together over the coming months that will include dealing with the pandemic and the subsequent economic recovery. We would be pleased to elaborate on any of the issues discussed in this report.

Appendix A: Community Benefit Charge

There have been changes made to the legislative framework governing how municipalities recover growth-related costs. Until recently, most growth-related costs were recovered through the Development Charges Act (DCA), though various provisions of the Act resulted in municipalities paying for a portion of growth-related costs. Other costs, such as parkland acquisition were dealt with through the Planning Act (PA) while other costs were captured through density bonussing provisions of that Act. Amendments to both the Development Charges Act and the Planning Act changed some of the services that were recoverable from the DCA and eliminated provisions in the PA regarding density bonussing. A new Community Benefits Charge (CBC) was introduced into the PA to enable the recovery of growth-related costs for certain “soft” services, which are no longer eligible services for the purposes of the DCA. CBC charges are to be capped based on a percentage of land values in a municipality.³¹

MFOA is recommending that the introduction of the CBC be deferred for at least 12 months. First, transitioning to the charge will be very labour intensive. The CBC requires a strategy plan and new DC by-laws require a background study, both of which need to be integrated with a common growth and employment forecast and growth-related capital budget. In addition, a parkland master plan will almost certainly be required to optimize revenue for parkland acquisition. This workload is extremely demanding on finance departments that will be occupied with a host of pandemic issues and pressures during the remainder of 2020. We sense that the Province appreciates this situation as it recently made amendments to the DCA to extend existing DC by-laws. This action was appreciated.

Secondly, it is far too soon to know what impact the pandemic will have on land values which provide a cap for the CBC. If land values are affected, it is not clear how long they will be affected. This makes revenue forecasting under a CBC very problematic.

³¹ MFOA's commentary on changes to the DCA and PA related to the CBC, can be found on the MFOA [website](#).



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May 13, 2020

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

Via Email: doug.fordco@pc.ola.org

Dear Premier Ford,

Re: Framework for Reopening our Province - Residential Construction in Rural Areas

Please be advised the Council of the Township of North Frontenac passed the following Resolution at the May 8, 2020 Meeting:

Moved by Councillor Hermer, Seconded by Councillor Perry #191-20

Whereas on March 17, 2020 the government of Ontario announced that it was declaring a state of emergency under s 7.0.1 (1) of the *Emergency Management and Civil Protection Act* so that the Province could use every power possible to protect the health and safety of all individuals and families during the COVID-19 pandemic;

And Whereas on Friday, April 3, 2020, the government of Ontario gave notice of changes to Ontario Regulation 82/20 being the Order for the temporary closure of places of non-essential business made under subsection 7.0.2 (4) of the *Emergency Management and Civil Protection Act*, which reduced the list of essential businesses permitted to continue operation during the provincial state of emergency;

And Whereas Section 30 of the new Schedule 2 of Ontario Regulation 82/20 has been generally interpreted to prohibit residential construction where a building permit had not been issued prior to April 4, 2020;

And Whereas residential construction represents a significant number of jobs in rural Ontario and forms an integral part of the rural Ontario economy through considerable direct, indirect and induced impacts;

And Whereas on Monday, April 27, 2020 the government of Ontario released A *Framework for Reopening our Province*, which outlines the criteria Ontario's Chief Medical Officer of Health and health experts will use to advise the government on the loosening of emergency measures, as well as guiding principles for the safe, gradual reopening of businesses, services and public spaces;

And Whereas Stage 1 of the *Framework* will consider the opening of workplaces that can immediately meet or modify operations to meet public health guidance and occupational health and safety requirements;

And Whereas residential construction in rural areas is characterized by single-family dwelling types situated on large lots, which are attended by a very limited number of

tradespersons and contractors at any given time, and are being constructed for specific clientele with planned occupancy dates;

Now Therefore Be It Resolved That the Council of the Township of North Frontenac requests that the government of Ontario consider lifting the prohibition on residential construction where no building permit had been issued prior to April 4, 2020, in all instances where such construction can take place in accordance with the principles outlined in the government's *Framework for Reopening our Province* at its earliest opportunity in order to alleviate the economic hardships being experienced by rural Ontario's construction sector and the residents and families which it serves; **And That** this Resolution be forwarded to the Office of the Honourable Doug Ford, Premier of Ontario and the Honourable Steve Clark, Minister of Municipal Affairs and Housing;

And Further That a copy of this Resolution be sent to the Association of Municipalities of Ontario (AMO), the Eastern Ontario Warden's Caucus (EOWC), and to all rural Ontario municipalities, requesting their support.

If you have any questions or concerns, please do not hesitate to contact me.

Yours truly,



Tara Mieske
Clerk/Planning Manager
TM/bd

c.c. Steve Clark, Minister of Municipal Affairs and Housing
Association of Municipalities of Ontario (AMO)
Eastern Ontario Wardens Caucus (EOWC)
Rural Ontario Municipalities

Corporation of the Municipality of Calvin
Council/Board Report By Dept-(Unpaid)



AP5130

Page : 1

Date : May 21, 2020

Time : 2:31 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 21-May-2020

Bank : 099 To 1

Class : All

Supplier	Supplier Name				Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description	CC1	CC2	CC3	GL Account Name			
G.L. Account				GL Account Name				
DEPARTMENT 0101 ADMINISTRATION								
16073	PROGRESSIVE COMPUTING SOLUTION							
1623	Computer Services - April 2020					55	30-Apr-2020	21-May-2020
1-5-0101-115					COMPUTER EXPENSES			685.91
19020	SELECTCOM INC.							
0004840310	Phone for Admin,Fire & Roads - May 2020					55	10-May-2020	21-May-2020
1-5-0101-103					TELEPHONE, FAX, CELL PHONE			222.07
Department Total :								907.98
<hr/>								
DEPARTMENT 0200 FIRE PROTECTION								
19020	SELECTCOM INC.							
0004840310	Phone for Admin,Fire & Roads - May 2020					55	10-May-2020	21-May-2020
1-5-0200-137					COMMUNICATIONS - FIRE			41.37
Department Total :								41.37
<hr/>								
DEPARTMENT 0300 ROADS								
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0004840310	Phone for Admin,Fire & Roads - May 2020					55	10-May-2020	21-May-2020
1-5-0300-103					TELEPHONE, CELL PHONE - ROADS			54.67
Department Total :								54.67
<hr/>								
DEPARTMENT 0500 HEALTH SERVICES								
13010	NORTH BAY PARRY SOUND DIST. HE							
JUNE 2020 LEV	June 2020 Levy					55	21-May-2020	21-May-2020
1-5-0500-108					HEALTH UNIT			1,552.83
Department Total :								1,552.83
<hr/>								
DEPARTMENT 0600 SOCIAL SERVICES								
13056	DIST. OF NIPISSING SOCIAL SERV							
2020-0092	May 2020 Levy					55	01-May-2020	21-May-2020
1-5-0600-110					COMMUNITY & SOCIAL SERVICES			19,824.13
Department Total :								19,824.13
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Unpaid Total :								22,380.98

Total Unpaid for Approval :	22,380.98
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	0.00
Total EFT Paid for Approval :	0.00
Grand Total ITEMS for Approval :	22,380.98