



CORPORATION OF THE CITY OF  
CLARENCE-ROCKLAND  
COMMITTEE OF THE WHOLE

December 16, 2019, 8:00 pm

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

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4. Delegations / Presentations
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6. Notice of Motion
  - 6.1 Notice of motion presented by Councillor Diane Choinière and seconded by Councillor Don Bouchard regarding the skating rink located at the École Sacré-Coeur de Bourget  
**WHEREAS** it is preferable to include the participation of community members in a community project for which part of the costs are subsidized by the municipality (\$45,000) and the other part by the community (approximately \$45,000).  
  
**BE IT RESOLVED THAT** the Municipal Council accept that Councillor Diane Choinière approach the Bourget Community Group to encourage them to take the responsibility of raising funds to subsidize the community share of the École Sacré-Coeur skating rink project.

**6.2 Notice of motion presented by Mayor Guy Desjardins and seconded by Councillor Carl Grimard regarding the Fire Regional Training Centre**

**WHEREAS** the Ontario Fire College has entered into a Memorandum of Understanding with the City of Clarence-Rockland such that Clarence-Rockland can operate a Regional Training Centre, offering Ontario Fire College courses taught by approved Ontario Fire College Adjunct Instructors; and

**WHEREAS** the City of Clarence-Rockland Regional Training Centre has established a course fee structure designed to cover the anticipated costs of running the training centre, based upon consultation with the Ontario Fire College, including the costs for instructors, materials, necessary tools and equipment, and so forth; and

**WHEREAS** the City of Clarence-Rockland would like to encourage the surrounding municipalities to participate in training offered by the Clarence-Rockland Regional Training Centre;

**BE IT RESOLVED THAT** the Council of the City of Clarence-Rockland hereby encourages all surrounding municipalities to support that their Fire Department's firefighter's be trained at the Clarence-Rockland Regional Training Centre; and

**BE IT FURTHER RESOLVED THAT** a letter be forwarded to the Councils of all surrounding municipalities asking them to adopt a resolution to support that their respective Fire Departments provide the necessary training for their firefighters through the Clarence-Rockland Regional Training Centre.

**7. Comment/Question Period**

Note: Members of the public may come forward to the podium and after seeking permission from the Presiding Officer, shall state their name and direct their question/comment on any matter which is related to any item included in this agenda to the Presiding Officer.

The maximum time allowed in all circumstances for a question/comment shall be three (3) minutes per person per meeting. There shall be a maximum of 30 minutes dedicated to the question/comment period. Any unasked questions/comments due to the time restriction may be submitted in writing to the Clerk.

At no time shall this question period be taken by members of the audience to make speeches or accusations.

**8. Report from the United Counties of Prescott and Russell**

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<b>11.</b>	<b>Adjournment</b>	



CORPORATION DE LA CITÉ DE  
CLARENCE-ROCKLAND  
COMITÉ PLÉNIER

le 16 décembre 2019, 20 h 00

Salle du Conseil

415 rue Lemay Street, Clarence Creek, Ont.

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Pages

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- 6.1 Avis de motion présenté par la conseillère Diane Choinière et appuyé par le conseiller Don Bouchard concernant la patinoire de l'École Sacré-Coeur de Bourget  
**ATTENDU QU'**il est souhaitable d'inclure la participation des membres de la communauté dans un projet communautaire dont une partie des coûts est subventionnée par la municipalité (45 000\$) et l'autre partie par la communauté (environ \$45 000\$).  
**QU'IL SOIT RÉSOLU QUE** le conseil municipal accepte que la conseillère Diane Choinière approche le regroupement communautaire de Bourget afin de les encourager à entreprendre la responsabilité de mettre en place des levées de fonds pour subventionner la part communautaire dans le cadre du projet de la patinoire à l'école Sacré-Coeur.

**6.2 Avis de motion présenté par le maire Guy Desjardins et appuyé par le conseiller Carl Grimard concernant le centre de formation régional pour les incendies**

**ATTENDU QUE** l'Ontario Fire College a conclu un protocole d'entente avec la Cité de Clarence-Rockland afin que Clarence-Rockland puisse exploiter un centre de formation régional offrant des cours du Ontario Fire College donnés par des instructeurs auxiliaires approuvés ; et

**ATTENDU QUE** le Centre régional de formation de la Cité de Clarence-Rockland a établi un barème de frais de cours conçu pour couvrir les coûts de fonctionnement prévus du centre de formation, en consultation avec l'Ontario Fire College, y compris les coûts des instructeurs, du matériel, des outils et équipements nécessaires, et ainsi de suite ; et

**ATTENDU QUE** la Cité de Clarence-Rockland aimerait encourager les municipalités environnantes à participer à la formation offerte par le Centre régional de formation Clarence-Rockland ;

**QU'IL SOIT RÉSOLU QUE** le conseil de la Cité de Clarence-Rockland encourage toutes les municipalités environnantes à appuyer la formation des pompiers de leur service d'incendie au Centre de formation régional de Clarence-Rockland ; et

**QU'IL SOIT ÉGALEMENT RÉSOLU QU'**une lettre soit envoyée aux conseils de toutes les municipalités avoisinantes leur demandant d'adopter une résolution pour appuyer que leurs services d'incendie respectifs fournissent la formation nécessaire à leurs pompiers par l'entremise du Centre régional de formation Clarence-Rockland.

**7. Période de Questions/Commentaires**

Note: Les membres du public sont invités à se rendre au podium et après avoir reçu la permission du président de l'assemblée, doivent se nommer et adresser leur question et/ou commentaire sur tout sujet qui est relié à n'importe quel item qui figure à l'ordre du jour au président de réunion.

Le temps maximal accordé pour une question/commentaire dans toutes circonstances est de trois (3) minutes par personne par réunion. Il y aura un maximum de 30 minutes consacrés à la période de questions/ commentaires. Toutes questions et/ou commentaires qui n'ont pas été adressés par faute de temps peuvent être soumis par écrit à la greffière.

En aucun cas, cette période de questions/ commentaires ne peut être utilisée par les membres du public pour faire des discours ou porter des accusations.

**8. Rapport des Comtés unis de Prescott et Russell**

<b>9.</b>	<b>Rapports des Comités/Services</b>	
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## Declaration of pecuniary interest Déclaration d'intérêt pécuniaire

Date of meeting Date de la réunion:	
Item Number Numéro de l'item:	
Subject of the item: Sujet de l'item :	
Name of Council Member Nom du membre du conseil	

I, \_\_\_\_\_, hereby declare a pecuniary interest in the matter identified above for the following reason :


Je, \_\_\_\_\_, déclare un intérêt pécuniaire en ce qui concerne l'article ci-haut mentionné, pour la raison suivante :


Name (print)	Signature	Date

**This declaration is filed in accordance with the *Municipal Conflict of Interest Act* and will be recorded in the meeting minutes and will be made available in a public registry. / Cette déclaration est soumise sous la *Loi sur les conflits d'intérêt municipaux* et sera enregistrée dans le procès-verbal de la réunion et sera disponible dans un registre public.**

## Excerpt from the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50

### DUTY OF MEMBER

#### When present at meeting at which matter considered

5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

#### Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

## Extrait de la Loi sur les conflits d'intérêts municipaux, L.R.O. 1990, chap. M.50

### OBLIGATIONS DU MEMBRE

#### Participation à une réunion où l'affaire est discutée

5 (1) Le membre qui, soit pour son propre compte soit pour le compte d'autrui ou par personne interposée, seul ou avec d'autres, a un intérêt pécuniaire direct ou indirect dans une affaire et participe à une réunion du conseil ou du conseil local où l'affaire est discutée, est tenu aux obligations suivantes :

- a) avant toute discussion de l'affaire, déclarer son intérêt et en préciser la nature en termes généraux;
- b) ne pas prendre part à la discussion ni voter sur une question relative à l'affaire;
- c) ne pas tenter, avant, pendant ni après la réunion, d'influencer de quelque façon le vote sur une question relative à l'affaire. L.R.O. 1990, chap. M.50, par. 5 (1).

#### Exclusion de la réunion à huis clos

(2) Si la réunion visée au paragraphe (1) se tient à huis clos, outre les obligations que lui impose ce paragraphe, le membre est tenu de quitter immédiatement la réunion ou la partie de la réunion où l'affaire est discutée. L.R.O. 1990, chap. M.50, par. 5 (2).



**From:** [Sylvie Thibeault](#)  
**To:** [Monique Ouellet](#)  
**Cc:** [Maryse St-Pierre](#); [Helen Collier](#)  
**Subject:** FW: Demande d'autorisation d'appel de la Ville de Dieppe auprès de la Cour suprême du Canada/ Application for leave to the Supreme Court of Canada by the City of Dieppe  
**Date:** November 21, 2019 9:26:33 AM  
**Attachments:** [Résolution demande cour suprême.docx](#)

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Bonjour,

Ceci peut être ajouté au correspondance package.

Merci,  
Sylvie

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**From:** Joanne St-Jean <[Jstjean@clarence-rockland.com](mailto:Jstjean@clarence-rockland.com)>  
**Sent:** November 20, 2019 12:19 PM  
**To:** Sylvie Thibeault <[sthibeault@clarence-rockland.com](mailto:sthibeault@clarence-rockland.com)>  
**Subject:** FW: Demande d'autorisation d'appel de la Ville de Dieppe auprès de la Cour suprême du Canada/ Application for leave to the Supreme Court of Canada by the City of Dieppe

**From:** Yaye Peukassa <[ypeukassa@afmo.on.ca](mailto:ypeukassa@afmo.on.ca)>  
**Sent:** November 19, 2019 1:46 PM  
**Cc:** Marc Chenier <[marcchenier@afmo.on.ca](mailto:marcchenier@afmo.on.ca)>  
**Subject:** Fwd: Demande d'autorisation d'appel de la Ville de Dieppe auprès de la Cour suprême du Canada/ Application for leave to the Supreme Court of Canada by the City of Dieppe

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(English follows)

Bonjour,

Merci de trouver de prendre connaissance du documents ci joint et d'e  
Vous trouverez dans le courriel ci dessous les notes explicatives.

Merci, YP

\*\*\*\*\*

Hi,

Please find the attached documents and follow-up with your respective  
You will find the explanatory notes in the email below.

Thank you,

YP

# Yaye Peukassa

Responsable de Développement des Affaires et partenariats / Partnership & Business  
Development Manager

Association française des municipalités de l'Ontario.

T: 613 565-4720 Ext. 226

C: 343 204-4047

5330 Canotek Rd, Unit 20

Gloucester, Ontario

K1J 9C3

----- Forwarded message -----

De : **Marc Chenier** <[mchenier@afmo.on.ca](mailto:mchenier@afmo.on.ca)>

Date: mar. 19 nov. 2019, 0 h 54

Subject: Fwd: Demande d'autorisation d'appel de la Ville de Dieppe auprès de la Cour suprême du Canada/ Application for leave to the Supreme Court of Canada by the City of Dieppe

To: Yaye Peukassa <[ypeukassa@afmo.on.ca](mailto:ypeukassa@afmo.on.ca)>

Cc: Jacques Des Becquets <[jdesbecquets@afmo.on.ca](mailto:jdesbecquets@afmo.on.ca)>

Yaye,

Pourrais-tu faire parvenir ce courriel à nos membres pour appuis svp?

Merci !

.../Marc

Marc Chenier

Directeur général / Executive Director

Begin forwarded message:

**From:** Marc Melanson <[marc.melanson@dieppe.ca](mailto:marc.melanson@dieppe.ca)>

**Subject: TR: Demande d'autorisation d'appel de la Ville de Dieppe auprès de la Cour suprême du Canada/ Application for leave to the Supreme Court of Canada by the City of Dieppe**

**Date:** November 7, 2019 at 14:23:18 EST

**To:** "[mchenier@afmo.on.ca](mailto:mchenier@afmo.on.ca)" <[mchenier@afmo.on.ca](mailto:mchenier@afmo.on.ca)>

ENGLISH WILL FOLLOW

Bonjour,

Le 12 septembre dernier, la Ville de Dieppe a déposée une demande d'autorisation d'appel auprès de la Cour suprême du Canada. Dieppe demande la permission d'appeler du jugement de la Cour d'appel du

Nouveau-Brunswick rendu le 13 juin 2019 dans l'affaire l'opposant Noron Inc., le propriétaire d'un parc de mini maisons préfabriquées.

L'appel porté par Dieppe à la Cour suprême vise deux conclusions de la Cour d'appel. D'abord, Dieppe fait valoir que la Cour d'appel a erroné et outrepassé ses pouvoirs qui lui sont dévolus en révoquant, de son propre chef, un arrêté municipal validement adopté par le conseil municipal de la Ville de Dieppe conformément à la Loi sur la gouvernance locale (anciennement la Loi sur les municipalités) du Nouveau-Brunswick.

L'arrêté en question (n 78-5) a trait au taux de redevances d'usage des services d'eau et d'égouts. Ce dernier prévoit que les redevances d'usage des services d'eau et d'égout sont facturées à un taux fixe d'une unité par maison comme c'est le cas dans plusieurs autres municipalités à travers le Canada.

La Cour d'appel a jugé que le taux imposé par Noron Inc. depuis 1997 est trop élevé, et ce, malgré le fait qu'elle ait conclu que Dieppe agissait dans l'intérêt des pouvoirs municipaux que la loi lui octroie.

La Ville de Dieppe soutient que la Cour d'appel a non seulement erroné en révoquant l'arrêté municipal, mais a agi en dehors des balises du droit en ordonnant à Dieppe de rembourser Noron Inc. 1,5 million de dollars plus des intérêts de 8 %, soit 3,2 millions pour les taux qu'elle aurait payés en vertu de l'arrêté validement adopté par la Ville. Dieppe souligne en outre que la Cour d'appel a fait fi des principes de droit en imposant ce remboursement rétroactivement de 1997 à 2018.

Cette confusion des rôles remet en question le degré de confiance d'aux gouvernements municipaux en leur qualité d'institutions démocratiques, et risque d'encourager les tribunaux à s'aventurer davantage sur le terrain politique.

Il incombera donc au plus haut tribunal de ce pays de trancher sur les questions et de clarifier que la décision de la Cour d'appel du Nouveau-Brunswick n'est pas conforme au droit canadien.

Cette décision est sans précédent; elle entraîne une incertitude pour les conseils municipaux canadiens et crée un risque financier important pour les municipalités à l'échelle du pays.

Elle est donc un dossier qui concerne toutes les municipalités canadiennes et les associations qui les représentent.

C'est pourquoi nous vous invitons à partager ces informations avec vos membres, à adopter une résolution appuyant la demande de la Ville de Dieppe d'être entendue par la Cour suprême du Canada (exemple en pièce jointe).

jointe) et d'émettre un communiqué faisant part de votre inquiétude et de votre appui, et de diffuser publiquement cette décision.

N'hésitez pas à nous contacter si vous souhaitez avoir plus d'information.

Cordialement,

*Marc Melanson*

Directeur général

Chief Administrative Officer

Ville de/City of Dieppe

333 Ave Acadie Dieppe, N-B E1A 1G9

Tel: (506) 877-7963 Fax: (506) 877-7910

Site web: [www.dieppe.ca](http://www.dieppe.ca)



Avant l'impression, il faut penser à l'Environnement. / Before printing, think about the Environment.

Hello,

On September 12, 2019, the City of Dieppe filed an application for leave to appeal to the Supreme Court of Canada. Dieppe requests permission to appeal the judgment of the New Brunswick Court of Appeal rendered on June 13, 2019, in the case against Noron Inc., the owner of a prefabricated mini-home park.

Dieppe's appeal to the Supreme Court addresses two findings of the Court of Appeal. First, Dieppe asserts that the Court of Appeal erred in law and exceeded its vested powers by re-writing, on its own initiative, a municipal bylaw validly adopted by the elected municipal council of the City of Dieppe in accordance with the Local Governance Act (formerly the Municipalities Act) of New Brunswick.

The bylaw in question (No. 78-5) pertains to the rate of user charges for water and sewer services. This bylaw provides that user charges for water and sewer services are billed at a fixed rate of one unit per house, as is the case in several other municipalities across Canada.

The Court of Appeal held that the rate imposed on Noron Inc. since 1997 was too high and reduced it, despite the fact that it found that Dieppe was acting within the municipal powers conferred upon it by law.

The City of Dieppe also maintains that the Court of Appeal not only erred by rewriting the municipal bylaw, but acted outside the bounds of law by ordering Dieppe to reimburse Noron Inc. 1.5 million dollars plus 18% interest or 3.2 million dollars for the rates it would have paid in accordance with the bylaw validly adopted by elected officials. Dieppe also

emphasizes that the Court of Appeal ignored the principles of law by imposing this reimbursement retroactively from 1997 to 2018.

This confusion in jurisdiction calls into question the degree of deference due to municipal governments as democratic institutions, and risks encouraging courts to venture further into the political arena.

It will therefore fall to the highest court in this country to rule on the issues and to clarify that the decision of the New Brunswick Court of Appeal is not in accordance with Canadian law.

This decision is unprecedented; it causes uncertainty for Canadian municipal councils and creates significant financial risk for municipalities nationwide.

It is a matter that concerns all Canadian municipalities and the associations that represent them.

That is why we invite you to share this information with your members, to adopt a resolution supporting the City of Dieppe's request to be heard by the Supreme Court of Canada (example attached) and to issue a press release sharing your concerns and support, and to publicly oppose this decision.

Please do not hesitate to contact us if you need any additional information.

Best regards,

*Marc Melanson*  
**Directeur général**  
**Chief Administrative Officer**  
**Ville de/City of Dieppe**

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Toute correspondance créée, reçue ou envoyée par les employés, agents ou les élus de la Ville de Dieppe pourrait être divulguée conformément aux dispositions de la Loi sur le droit d'accès à l'information et la protection de la vie privée de la province du Nouveau-Brunswick.

Any correspondence created, sent or received by employees, agents, or elected officials of the City of Dieppe may be subject to disclosure under the provisions of the Right to Information and Protection of Privacy Act of the Province of New Brunswick.



## **Résolution**

ATTENDU QUE dans une décision du 13 juin 2019 dans l'affaire Noron Inc. contre la Ville de Dieppe, la Cour d'appel du Nouveau-Brunswick a outrepassé les pouvoirs qui lui sont dévolus en réécrivant, de son propre chef, l'arrêté No 78-5 de la Municipalité de Dieppe concernant les réseaux d'eau et d'égouts, de façon à réduire le taux unitaire du service et ce, malgré qu'elle l'ait déclaré validement adopté par le conseil municipal élu de la Ville de Dieppe;

ATTENDU QUE cette décision de la Cour d'appel remet en question le degré de déférence dû aux gouvernements municipaux en leur qualité d'institutions démocratiques;

ATTENDU QUE la portée de ce jugement de la Cour d'appel pourrait avoir une incidence et une portée d'ordre provincial et national, et risque d'encourager les tribunaux à s'aventurer davantage sur le terrain politique municipal;

ATTENDU QUE la Ville de Dieppe a déposé une demande d'autorisation d'appel auprès de la Cour suprême du Canada dans l'affaire Noron Inc. pour en appeler de ce jugement;

IL EST PROPOSÉ QUE xx appuie la demande de la Ville de Dieppe pour que cette cause soit entendue par la Cour suprême du Canada.

## **Resolution**

WHEREAS in a ruling dated June 13, 2019 in the case of Noron Inc. against the City of Dieppe, the Court of Appeal of New Brunswick overstepped its jurisdiction by rewriting, on its own initiative, By-law No. 78-5 of the Municipality of Dieppe concerning the water and sewerage systems in order to reduce the service unit rate, despite having declared it duly approved by the Municipal Council of the City of Dieppe;

WHEREAS this ruling by the Court of Appeal calls into question the degree of deference due to municipal governments as democratic institutions;

WHEREAS the breath of the judgment by the Court of Appeal could have provincial and national implications and reach and may encourage courts to venture further into the area of municipal politics;

WHEREAS the City of Dieppe has filed an application for leave to appeal to the Supreme Court of Canada to appeal the judgment in the case of Noron Inc.;

BE IT RESOLVED that the xx supports the request of the City of Dieppe for this case to be heard by the Supreme Court of Canada.







## RAPPORT N° FIN2019-034

<b>Date</b>	01/11/2019
<b>Soumis par</b>	Frédéric Desnoyers
<b>Objet</b>	Propriétés in tax arrears
<b># du dossier</b>	N/A

1) **NATURE / OBJECTIF :**

Le but de ce rapport est de présenter des options relativement à 2 propriétés non vendues lors d'une vente de taxes.

2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**

Suite au rapport FIN2019-017, le 25 juin le Conseil a mandaté l'administration à mettre des propriétés à vendre dans le processus de vente de taxes, pour une deuxième fois, à l'aide d'une agence immobilière et avec un temps d'affichage plus long.

3) **RECOMMANDATION DU SERVICE:**

**ATTENDU QUE** suite à deux (2) essais de vente de taxes, deux (2) propriétés n'ont pas été vendues;

**QUE** le comité plénier recommande au Conseil qu'un budget de 50 000 \$ soit établi à partir de la réserve des bâtiments pour exécuter les études environnementales sur les 2 propriétés (1695 rue Landry Road & 2767 route St-Pascal)

**WHEREAS** further to two (2) attempts of tax sale, two (2) properties remain unsold;

**THAT** the Committee of the Whole recommends Council to establish a \$50,000 budget from the building reserve to carry out environmental studies on the 2 properties (1695 Landry rd & 2767 St-Pascal rd)

4) **HISTORIQUE :**

Le 16 avril, 2 propriétés parmi la vente de taxes n'ont pas été vendues puisqu'aucune offre n'a été reçue.

- Le 1695 Landry à Clarence-Creek
- 2767 rue St-Pascal

5) **DISCUSSION :**

À la suite de la recommandation du Conseil, les 2 propriétés ont été affichées pour un total de 2 mois. De plus, l'administration a travaillé conjointement avec une agence immobilière concernant l'affichage de

ceux-ci. La date de fermeture était le 17 octobre et encore une fois aucune offre n'a été reçue.

Quatre options sont maintenant possibles.

Il est à noter que la non-vente de ces deux propriétés pourrait être reliée au risque d'incertitude face à la contamination de ceux-ci.

#### Option 1 : Effectuer des études environnementales

La municipalité pourrait décider d'effectuer des études environnementales dans le but éventuel d'acquérir les propriétés. Les 2 propriétés démontrent un risque de contamination, suivant les efforts de vente.

Avant d'acquérir les propriétés l'administration recommande d'effectuer des études environnementales sur les 2 propriétés afin de déterminer le degré de contamination. Malgré que la municipalité n'appartienne pas les propriétés, sous « friches contaminées (Loi de 2001 modifiant des lois en ce qui concerne les), L.O. 2001, chap. 17 - Projet de loi 56 », la municipalité a le droit d'effectuer ces études 12 mois suivant un échec de vente de taxe.

Lorsque la municipalité prend acquisition d'une propriété, celle-ci s'expose à un gros risque puisqu'elle devra essentiellement prendre la responsabilité de décontamination et ceci pourrait s'étendre aux propriétés avoisinantes, dépendamment du degré de contamination. Les études environnementales permettront de prendre une meilleure décision afin de déterminer si la municipalité devrait acquérir les propriétés, les revendre ou ne rien faire.

Il est recommandé d'établir un budget de 50 000\$ afin de débiter les études environnementales et il est recommandé que ce montant provienne de la réserve des bâtiments.

#### *Avantages :*

- La municipalité pourra prendre une décision éclairée et ainsi réduire le risque financier relié aux possibilités de contaminations.

#### *Désavantages :*

- Coût élevé des études environnementales.

#### Option 2 : Annuler le certificat d'arriérage de taxes et recommencer les étapes dans le but d'une vente de taxes

La municipalité pourrait décider d'annuler le certificat d'arriérage de taxes et de recommencer le processus de vente. Il est à noter que les propriétés ne pourraient pas être listé avant 1 an puisque le processus doit être recommencé en entier.

#### *Avantages :*

- Aucun frais encouru par la municipalité

*Désavantages :*

- Sans effectuer les études environnementales, il y a une très grande chance que la propriété ne soit encore pas vendue.
- Dans un processus de vente de taxes, un prix minimum est requis, ainsi limitant les acheteurs possibles.

Option 3 : Ne rien faire

La municipalité pourrait décider de ne rien faire en espérant récupérer la somme de taxes due éventuellement. Au total, pour les 2 propriétés, il y a une somme due de 174 000 \$, puisque la probabilité de récupérer ce montant est faible, il sera recommandé de provisionner le montant ainsi coûtant à la municipalité 174 000 \$. De plus, la municipalité devra arrêter de cumuler des intérêts sur ces propriétés.

*Avantages :*

- Aucune responsabilité environnementale assumée par la municipalité.

*Désavantages :*

- Si les propriétés ne sont pas bien entretenues, les coûts futurs d'entretien devront être déboursés par la municipalité.
- Aucun changement relié à l'état des propriétés.
- Coût de 174 000 \$

Option 4 : Action légal contre les propriétaires

La municipalité pourrait décider d'entreprendre des actions légales contre les propriétaires.

*Avantages :*

- Si les propriétaires appartiennent d'autres propriétés la municipalité pourrait réussir à recouvrer une partie du montant qui lui est dû.

*Désavantages :*

- Si les propriétaires n'ont aucun autre actif, même si la poursuite est positive, rien ne serait récupéré par la municipalité.
- Cette option est très risquée puisque des frais légaux peuvent être encourus sans garantir aucune récupération.

Une recherche a été fait dans les Comtés-Unis de Prescott Russell et la Ville d'Ottawa afin de déterminer si les individus appartiennent d'autres propriétés. Une des 2 recherches a été positive, toutefois, il n'y a aucune façon de déterminer si les propriétaires sont les mêmes.

- 6) **CONSULTATION :**  
N/A
- 7) **RECOMMANDATION OU COMMENTAIRES DU COMITÉ :**  
N/A
- 8) **IMPACT FINANCIER (monétaire/matériaux/etc.):**  
Tel que discuté dans ce rapport.
- 9) **IMPLICATIONS LÉGALES :**  
La Cité utilise les services de « Tax Team » afin d'aider l'administration des ventes de taxes.  
La Cité a confirmé avec l'avocat municipal les options disponibles.
- 10) **GESTION DU RISQUE (RISK MANAGEMENT) :**  
N/A
- 11) **IMPLICATIONS STRATÉGIQUES :**  
N/A
- 12) **DOCUMENTS D'APPUI:**  
N/A



<b>Date</b>	28/11/2019
<b>Soumis par</b>	Yves Rousselle et Frédéric Desnoyers
<b>Objet</b>	Octroie de contrat au-delà de 50 000\$
<b># du dossier</b>	Purchasing - Tenders

## RAPPORT N°

### 1) **NATURE / OBJECTIF :**

Le but de ce rapport est de présenter les contrats ayant été octroyés supérieurs à 50 000 \$, pour la période du premier juin 2019 au 9 décembre 2019.

### 2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**

Le 15 avril 2019, la politique d'achat 2019-41 a été entérinée par le Conseil.

### 3) **RECOMMANDATION DU SERVICE:**

**QUE** le rapport FIN2019-041 qui vise à présenter la liste des contrats supérieurs à 50 000 \$ ayant été octroyés par l'administration pour la période du premier juin au 9 décembre 2019, soit reçu à titre d'information.

**THAT** report FIN2019-041 which serves to present a list of contracts over \$50,000 awarded by the administration for the period from June 1<sup>st</sup> to December 9, 2019, be received as information.

### 4) **HISTORIQUE :**

Le 15 avril 2019, la politique d'achat 2019-41 fut entérinée par le Conseil. Parmi les changements majeurs, les directeurs de département et la directrice générale sont maintenant autorisés à octroyer des contrats supérieurs à 50 000\$ advenant que certaines conditions soient respectées.

### 5) **DISCUSSION :**

La politique d'achat 2019-41 prévoit que l'administration présente un rapport semi-annuel afin de présenter les contrats octroyés supérieurs à 50 000\$

L'annexe A présente cette information pour la période du premier juin 2019 au 9 décembre 2019. Il est à noter que la différence entre le budget et le contrat octroyé ne représente pas nécessairement l'économie sur les projets. Il faut prendre compte de la contingence et de la possibilité qu'il y est d'autres contrats sur le même projet. Le prochain rapport sera présenté le 15 juin 2020.

- 6) **CONSULTATION :**  
N/A
- 7) **RECOMMANDATION OU COMMENTAIRES DU COMITÉ :**  
N/A
- 8) **IMPACT FINANCIER (monétaire/matériaux/etc.):**  
L'acceptation de ce rapport n'a aucun impact financier.
- 9) **IMPLICATIONS LÉGALES :**  
N/A
- 10) **GESTION DU RISQUE (RISK MANAGEMENT) :**  
N/A
- 11) **IMPLICATIONS STRATÉGIQUES :**  
La modification de la politique d'achat permet aux départements d'économiser approximativement un mois dans le processus d'octroi de contrat.
- 12) **DOCUMENTS D'APPUI:**  
Annexe A : Contrats octroyés supérieurs à 50 000 \$ pour la période du premier juin au 9 décembre 2019.

## ANNEXE "A"

### Octroi des contrats de 50 000\$ et plus

Projet	Budget	Prix du contrat	Département	Date octroyé (2019)	Entrepreneur	Nombres de soumission reçu
Parc Hammond Structure de jeux accessibles	164 000 \$ *	147 966 \$	Services Communautaires	août	Playground Planners	3
Remplacement pelle rétrocaveuse (Backhoe)	160 000\$	144 398 \$	Infrastructure	sept.	Nortrax Canada Inc.	3
Remplacement charrue pour trottoir	155 000\$	149 065 \$	Infrastructure	sept.	Holder Tractors Inc.	1
Nettoyage – poste inondation	185 000 \$	181,090 \$	Infrastructure	juin	Tomlinson Environment Services Ltd.	4
Stationnement du parc Deschamps, sentier parc de jets d'eau (Rockland) et réparation stationnement JML. Projets jumelés	130 000 \$	91 979 \$	Infrastructure	août	Landrock Excavation Inc.	2
Addition camion réglementation avec transformations	55 000 \$	56 368 \$	Services de la protection	sept.	-Battleshield Industries Inc. -Campbell Ford Sales Fleet Dept.	1
Remplacement du pluvial - Lacroix	525 000 \$	298 690 \$	Infrastructure	sept.	Arnco Construction et Excavation Ltd.	2
Camionnette Serv. Communautaire	65 000 \$	54 066 \$	Services Communautaires	juillet	Rockland Ford	2

Amélioration de l'usine d'égout sanitaire	22 000 000\$	16 923 760 \$	Infrastructure	déc.	Louis W. Bray Construction Ltd.	4
Camion tandem	350 000 \$	290 830 \$	Infrastructure	oct.	Tenco Inc.	4
Revêtement vieille 17 et Bouvier	230 000 \$	187 300 \$	Infrastructure	sept.	Comptés-Unis Prescott-Russell	2
Fin des travaux pluvial rue Rodrigue	87 000 \$	56 720 \$	Infrastructure	juin	Stp Excavation & Construction Inc.	n/a
Pavage ch. Lacroix	525 000 \$	209 000 \$	Infrastructure	sept.	Comptés-Unis Prescott-Russell	2
Pavage (Patch) opération	50 000 \$	55 000 \$	Infrastructure Travaux publics	sept.	Asphalt JRL Paving Inc.	4
Pouliotte sol contaminé CCO#07	1 780 000 \$	89 640 \$	Infrastructure	oct.	Arnco Construction et Excavation Ltd.	n/a
Ponceau Lacroix CCO#02	485 000 \$	51 015 \$	Infrastructure	nov.	Arnco Construction et Excavation Ltd.	n/a
Ponceau Lacroix CCO#03	485 000 \$	50 695\$	Infrastructure	déc.	Arnco Construction et Excavation Ltd.	n/a
Pulvériser 3 routes DuLac, Indian Creek et McTeer	143 000 \$	90 400\$	Infrastructure	mai	Comptés-Unis Prescott-Russell	2

\* Budget ajusté suite à la campagne de financement





## REPORT N° INF2019-034

<b>Date</b>	07/12/2019
<b>Submitted by</b>	Julian Lenhart
<b>Subject</b>	2020 Capital Project List – Asset Management Plan Review
<b>File N°</b>	

1) **NATURE/GOAL :**

The goal of this report is to approve the 2020 capital project in 2 phases, Phase 1 projects that are not recommended to be deferred and phase 2 approval of capital projects following the review of the City’s asset management plan.

2) **DIRECTIVE/PREVIOUS POLICY :**

- Council approval of the 2016 Asset management plan
- Council approval of Strategic Asset Management Policy
- 2020 budget deliberation Council directed staff to revise the capital project list

3) **DEPARTMENT’S RECOMMENDATION :**

**WHERE AS** during the 2020 budget deliberations, Council approved the \$2,956,000 capital budget envelope, but not the proposed capital projects; and

**WHERE AS** during the 2020 budget deliberations, Council directed staff to review the capital project list; and

**WHERE AS** the capital project list cannot be developed without revising the City’s current asset management strategy and plan; and

**WHERE AS** not all projects presented in the 2020 budget are related to the asset management plan or the infrastructure is too deteriorated or potential safety risks are too high to be deferred,

**BE IT RESOLVED** that Committee of the Whole recommends that Council approves the capital projects in two phases:

- Phase 1 being that Council immediately approves a funding envelope of \$763,000 to complete the capital projects that should not be deferred as identified and recommended in Report No. INF2019-034;
- Phase 2 being that Council approves the remainder of the capital project list after the revision and formal approval of the revised asset management strategy and plan as recommended in Report No. INF2019-034; and

**ATTENDU QUE** lors des délibérations du budget 2020, le Conseil a approuvé l'enveloppe budgétaire de 2 956 000 \$, sans approuver les projets d'immobilisations proposés; et

**ATTENDU QUE** lors des délibérations du budget 2020, le Conseil a demandé au personnel de réviser la liste des projets d'immobilisations; et

**ATTENDU QUE** la liste des projets d'immobilisations ne peut être élaborée sans réviser la stratégie et le plan actuels de gestion des actifs de la Cité; et

**ATTENDU QUE** pas tous les projets présentés dans le budget 2020 sont liés au plan de gestion des actifs ou que l'infrastructure est trop détériorée ou que les risques potentiels pour la sécurité sont trop élevés pour être différés,

**QU'IL SOIT RÉSOLU** que le comité plénier recommande que le Conseil approuve les projets d'immobilisations en deux phases :

- phase 1, étant que le conseil approuve immédiatement l'enveloppe budgétaire de 763 000 \$ pour compléter les projets qui ne devraient pas être différés, tel qu'identifiés et recommandés au rapport no. INF2019-034; et
- phase 2, étant que le conseil approuve les autres projets d'immobilisations après la révision et l'approbation officielle de la stratégie et du plan révisés de gestion des actifs tels que recommandé au rapport no. INF2019-034.

4) **BACKGROUND :**

The City developed and approved its first asset management plan in 2014. It was later revised and amended in 2016 where, 10-year capital plans for the City's linear assets (roads, watermains, sewers, bridges and culverts) were added. This version of the asset management plan has been used since 2016 to establish the City's capital projects which have been deliberated during the annual capital budgets.

The City's 2016 asset management plan was developed based on a set of fundamental principles.

- **Levels of service** the plan would maintain to current levels of service,
- **Risk** capital project would be prioritized based on the risk and consequence of asset failure. The following criteria were used to prioritize capital projects;
  - Operational Impacts
  - Environment Impacts

- Safety
- Service Interruptions
- Affected Population (this includes traffic volume, commercial and institutional establishments and population density)
- Change in Service Level
- Financial Impact
- **Financial Sustainability** capital projects are funded from the established capital reserves (roads, sewer and water) and available grants (OCIF, UCPR, etc.). additionally, the repayment on debt of projects requiring debt financing is funded from the capital reserves or available grants.

The City's current asset management strategy provides an optimum balance between these fundamental principles. In order for the asset management plan to be optimal and sustainable, the capital projects within the 10-year capital plans, must maintain the overall level of service of the infrastructure network, be prioritized and be funded within their available funding envelopes.

Throughout the development of the asset management strategy, staff consulted with senior management and Council to get their buy in the process and the fundamental principles. During this consultation, concessions were made to better respond to Council's needs which were incorporated, when possible, into the strategy.

Since the development of the 2016 asset management plan, the Province of Ontario mandated Municipalities to develop and approve a Strategic Asset Management Policy by July 2019. Additionally, Municipalities are required to have an asset management plan fully incorporated into the City's business decision making as it relates to community needs, infrastructure and municipal budgets by July 2021. See O. Reg. 588/17 ASSET MANAGEMENT PLANNING FOR MUNICIPALITIES, in Attachment 1 for reference.

Staff developed the City's Strategic Asset Management Policy for Council's approval which was approved in June of 2019. The purpose of this policy is to provide leadership in and commitment to the development and implementation of the City's Asset Management Program. It is intended to guide the consistent use of asset management across the organization, to facilitate rational and evidence-based decision-making for the management of municipal infrastructure assets and to support the delivery of sustainable community services that meet the current and future community needs.

During the 2020 Capital Budget deliberation, Council approved the \$2,956,000 budget envelope for roads, culverts, bridges and drainage

projects, but did not approve the proposed projects within this envelope. Council further directed staff to revise the capital project list and by extension the asset management strategy/principles. Staff have assessed the best approach and developed a strategy to approve capital projects while reviewing the asset management plan. This strategy is explained in detail in the Discussion section of this report.

5) **DISCUSSION :**

Following Council’s direction, Staff revised the capital projects that were proposed within the \$2,956,000 budget envelope. Based on staffs review, the approval of capital projects should be implemented in two phases.

- Phase 1 - approval of proposed projects that should not be deferred
- Phase 2 - revised capital project list based on the revised asset management strategy and plan

The rationale for the 2 phased approach is that not all projects presented in the 2020 budget deliberations are related to the asset management plan or the infrastructure is too deteriorated or potential safety risks are too high to be deferred. Below in Table 1.1, are the recommended projects for Phase 1 along with their associated budgets.

**Table 1.1** Phase 1 Capital projects not recommended to be deferred

<b>Project Name</b>	<b>Cost (\$)</b>	<b>Description</b>
Pavage chemin Lacroix phase 2/Paving Lacroix road phase 2	\$350,000	Culvert must be replaced bottom completely collapsed rest of project deferred
Programme de remplacement de ponceaux/Culvert replacement program	\$155,000	5 culverts completely deteriorated and collapsing
Remplacement du pluvial sur Laurier/Storm Water replacement Laurier	\$40,000	Sinkhole risk of road damage or collapse
Analyses géotechniques/Geotechnical investigation	\$80,000	Pre-engineering and planning of capital projects (\$40,000 increase from budget due to uncertainty of projects)
CCTV pluvial urbain/Urbain Storm CCTV	\$100,000	Pre-engineering and planning of capital

		projects
Lumières rue St-Jean/St-Jean Street Lights	\$25,000	Safety risk to pedestrians along unlit sidewalk
Étude rues a sens unique/One Way Traffic conversion	\$13,000	Council direction and safety risk
<b>Total of Phase 1</b>	\$763,000	Budget for projects not recommended to be deferred
<b>2020 Budget Envelope</b>	\$2,956,000	As presented at budget deliberations
<b>Remaining Budget envelope for Phase 2</b>	2,193,000	For projects from new asset management plan

The department does not recommend deferring these projects, given the condition of the infrastructure or the safety risks. Doing so, would significantly increase the likelihood of failure and emergency repairs. This poses a substantial risk for the City. The Department, therefore, recommends that the capital projects for phase 1 along with the \$763,000 budget be approved prior to the review of the City’s asset management strategy and plan proposed in phase 2.

### **Phase 2 Revision of Asset Management Strategy and Plan**

In order to effectively develop a capital project list for Council’s approval, the City’s asset management strategy and plan must be revised. Keeping in mind, that as of July 2021, all infrastructure projects and budgets are required to be directly tied to the City’s asset management plan. The recommended process to effectively revise the City’s asset management strategy and plan is presented below.

#### **Why revise the asset management strategy and plan?**

During the 2020 budget deliberations, Council expressed to the administration that the current strategy and plan no longer meets Council’s and the community’s needs. The only way to reconcile the community’s needs with capital planning is through good asset management practices. This is because asset management is the integrated approach, involving all organizations and departments, to effectively manage existing and new assets to deliver services to customers. Its intent is to maximize benefits, reduce risks and provide satisfactory levels of service to the community in a sustainable manner.

#### **Process to review the asset management strategy and plan**

In order for this process to have any meaning, Council's buy in is required. The Department, therefore, recommends that at least 3 special Committee of the Whole meetings dedicated to revising, developing and approving the asset management strategy and plan be held. This will ultimately result in revised 10-year capital plans which will be used to develop the capital project lists.

To ensure effective collaboration between Council and the administration during the special Committee of the Whole meetings, staff recommends that these meetings be facilitated by an independent facilitator. Staff will review and recommend a facilitator for Councils approval. The approval of the facilitator is planned for January 2020. Once the facilitator is appointed, individual meetings between members of Council and the facilitator should be coordinated. This will allow the facilitator to better understand the community's needs and how they will shape the asset management strategy from a practical perspective.

Staff recommend to follow the agendas presented below for the 3 special meetings;

Special Committee of the Whole meeting 1

- Asset management best practices
- Establish fundamental principles
- Define current levels of service (current state of infrastructure)
- Establish desired levels of service

Special Committee of the Whole meeting 2

- Establish risk criteria
- Prioritization criteria
- Establish rehabilitation strategies

Special Committee of the Whole meeting 3

- Review funding requirement based desired levels of service
- Adjust strategies and desired levels of service to meet funding envelop

Following the final special Committee of the Whole meetings, staff will finalize the plan and present to council for formal approval. Furthermore, in order to facilitate the asset management plan review and approval staff recommends purchasing an asset management software. The rationale for the purchase of the software will be presented to Council at its January meeting.

- 6) **CONSULTATION:**  
N/A

- 7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**  
N/A
- 8) **FINANCIAL IMPACT (expenses/material/etc.):**  
The \$763,000 funding envelope and projects in Phase 1 were presented to Council during the 2020 budget deliberations. These projects should be funded by the funding sources as proposed in the 2020 for capital budget. The remaining \$2,193,000 will form the budget envelope for the revised capital project list based on the revised asset management strategy and plans.
- 9) **LEGAL IMPLICATIONS :**  
O. Reg. 588/17 ASSET MANAGEMENT PLANNING FOR MUNICIPALITIES, requires that Municipalities have a Strategic Asset Management Policy approved by July of 2019 and an asset management plan of it's core assets by July 2021.
- 10) **RISK MANAGEMENT :**  
Good asset management maximizes benefits and reduces risks of infrastructure failure through the integrated approach, involving all organization departments, to effectively managing existing and new assets.
- 11) **STRATEGIC IMPLICATIONS :**  
Financial responsibility and sustainable infrastructure management are key pillars of the City's Strategic Plan as well as fundamental principles of the City's asset management plan
- 12) **SUPPORTING DOCUMENTS:**
- Attachment 1 - O. Reg. 588/17 ASSET MANAGEMENT PLANNING FOR MUNICIPALITIES





## ONTARIO REGULATION 588/17

made under the

### INFRASTRUCTURE FOR JOBS AND PROSPERITY ACT, 2015

Made: December 13, 2017

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## ASSET MANAGEMENT PLANNING FOR MUNICIPAL INFRASTRUCTURE

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### INTERPRETATION AND APPLICATION

#### Definitions

1. (1) In this Regulation,

“asset category” means a category of municipal infrastructure assets that is,

- (a) an aggregate of assets described in each of clauses (a) to (e) of the definition of core municipal infrastructure asset, or
- (b) composed of any other aggregate of municipal infrastructure assets that provide the same type of service; (“catégorie de biens”)

“core municipal infrastructure asset” means any municipal infrastructure asset that is a,

- (a) water asset that relates to the collection, production, treatment, storage, supply or distribution of water,
- (b) wastewater asset that relates to the collection, transmission, treatment or disposal of wastewater, including any wastewater asset that from time to time manages stormwater,
- (c) stormwater management asset that relates to the collection, transmission, treatment, retention, infiltration, control or disposal of stormwater,
- (d) road, or
- (e) bridge or culvert; (“bien d’infrastructure municipale essentiel”)

“ecological functions” has the same meaning as in Ontario Regulation 140/02 (Oak Ridges Moraine Conservation Plan) made under the *Oak Ridges Moraine Conservation Act, 2001*; (“fonctions écologiques”)

“green infrastructure asset” means an infrastructure asset consisting of natural or human-made elements that provide ecological and hydrological functions and processes and includes natural heritage features and systems, parklands,

stormwater management systems, street trees, urban forests, natural channels, permeable surfaces and green roofs; (“bien d’infrastructure verte”)

“hydrological functions” has the same meaning as in Ontario Regulation 140/02; (“fonctions hydrologiques”)

“joint municipal water board” means a joint board established in accordance with a transfer order made under the *Municipal Water and Sewage Transfer Act, 1997*; (“conseil mixte de gestion municipale des eaux”)

“lifecycle activities” means activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities; (“activités relatives au cycle de vie”)

“municipal infrastructure asset” means an infrastructure asset, including a green infrastructure asset, directly owned by a municipality or included on the consolidated financial statements of a municipality, but does not include an infrastructure asset that is managed by a joint municipal water board; (“bien d’infrastructure municipale”)

“municipality” has the same meaning as in the *Municipal Act, 2001*; (“municipalité”)

“operating costs” means the aggregate of costs, including energy costs, of operating a municipal infrastructure asset over its service life; (“frais d’exploitation”)

“service life” means the total period during which a municipal infrastructure asset is in use or is available to be used; (“durée de vie”)

“significant operating costs” means, where the operating costs with respect to all municipal infrastructure assets within an asset category are in excess of a threshold amount set by the municipality, the total amount of those operating costs. (“frais d’exploitation importants”)

(2) In Tables 1 and 2,

“connection-days” means the number of properties connected to a municipal system that are affected by a service issue, multiplied by the number of days on which those properties are affected by the service issue. (“jours-branchements”)

(3) In Table 4,

“arterial roads” means Class 1 and Class 2 highways as determined under the Table to section 1 of Ontario Regulation 239/02 (Minimum Maintenance Standards for Municipal Highways) made under the *Municipal Act, 2001*; (“artères”)

“collector roads” means Class 3 and Class 4 highways as determined under the Table to section 1 of Ontario Regulation 239/02; (“routes collectrices”)

“lane-kilometre” means a kilometre-long segment of roadway that is a single lane in width; (“kilomètre de voie”)

“local roads” means Class 5 and Class 6 highways as determined under the Table to section 1 of Ontario Regulation 239/02. (“routes locales”)

(4) In Table 5,

“Ontario Structure Inspection Manual” means the Ontario Structure Inspection Manual (OSIM), published by the Ministry of Transportation and dated October 2000 (revised November 2003 and April 2008) and available on a Government of Ontario website; (“manuel d’inspection des structures de l’Ontario”)

“structural culvert” has the meaning set out for “culvert (structural)” in the Ontario Structure Inspection Manual. (“ponceau structurel”)

#### **Application**

2. For the purposes of section 6 of the Act, every municipality is prescribed as a broader public sector entity to which that section applies.

### STRATEGIC ASSET MANAGEMENT POLICIES

#### **Strategic asset management policy**

3. (1) Every municipality shall prepare a strategic asset management policy that includes the following:

1. Any of the municipality’s goals, policies or plans that are supported by its asset management plan.
2. The process by which the asset management plan is to be considered in the development of the municipality’s budget or of any long-term financial plans of the municipality that take into account municipal infrastructure assets.
3. The municipality’s approach to continuous improvement and adoption of appropriate practices regarding asset management planning.
4. The principles to be followed by the municipality in its asset management planning, which must include the principles set out in section 3 of the Act.

5. The municipality's commitment to consider, as part of its asset management planning,
  - i. the actions that may be required to address the vulnerabilities that may be caused by climate change to the municipality's infrastructure assets, in respect of such matters as,
    - A. operations, such as increased maintenance schedules,
    - B. levels of service, and
    - C. lifecycle management,
  - ii. the anticipated costs that could arise from the vulnerabilities described in subparagraph i,
  - iii. adaptation opportunities that may be undertaken to manage the vulnerabilities described in subparagraph i,
  - iv. mitigation approaches to climate change, such as greenhouse gas emission reduction goals and targets, and
  - v. disaster planning and contingency funding.
6. A process to ensure that the municipality's asset management planning is aligned with any of the following financial plans:
  - i. Financial plans related to the municipality's water assets including any financial plans prepared under the *Safe Drinking Water Act, 2002*.
  - ii. Financial plans related to the municipality's wastewater assets.
7. A process to ensure that the municipality's asset management planning is aligned with Ontario's land-use planning framework, including any relevant policy statements issued under subsection 3 (1) of the *Planning Act*, any provincial plans as defined in the *Planning Act* and the municipality's official plan.
8. An explanation of the capitalization thresholds used to determine which assets are to be included in the municipality's asset management plan and how the thresholds compare to those in the municipality's tangible capital asset policy, if it has one.
9. The municipality's commitment to coordinate planning for asset management, where municipal infrastructure assets connect or are interrelated with those of its upper-tier municipality, neighbouring municipalities or jointly-owned municipal bodies.
10. The persons responsible for the municipality's asset management planning, including the executive lead.
11. An explanation of the municipal council's involvement in the municipality's asset management planning.
12. The municipality's commitment to provide opportunities for municipal residents and other interested parties to provide input into the municipality's asset management planning.

(2) For the purposes of this section,

"capitalization threshold" is the value of a municipal infrastructure asset at or above which a municipality will capitalize the value of it and below which it will expense the value of it. ("seuil de capitalisation")

#### **Update of asset management policy**

4. Every municipality shall prepare its first strategic asset management policy by July 1, 2019 and shall review and, if necessary, update it at least every five years.

### **ASSET MANAGEMENT PLANS**

#### **Asset management plans, current levels of service**

5. (1) Every municipality shall prepare an asset management plan in respect of its core municipal infrastructure assets by July 1, 2021, and in respect of all of its other municipal infrastructure assets by July 1, 2023.

(2) A municipality's asset management plan must include the following:

1. For each asset category, the current levels of service being provided, determined in accordance with the following qualitative descriptions and technical metrics and based on data from at most the two calendar years prior to the year in which all information required under this section is included in the asset management plan:
  - i. With respect to core municipal infrastructure assets, the qualitative descriptions set out in Column 2 and the technical metrics set out in Column 3 of Table 1, 2, 3, 4 or 5, as the case may be.
  - ii. With respect to all other municipal infrastructure assets, the qualitative descriptions and technical metrics established by the municipality.
2. The current performance of each asset category, determined in accordance with the performance measures established by the municipality, such as those that would measure energy usage and operating efficiency, and based on data from

at most two calendar years prior to the year in which all information required under this section is included in the asset management plan.

3. For each asset category,
  - i. a summary of the assets in the category,
  - ii. the replacement cost of the assets in the category,
  - iii. the average age of the assets in the category, determined by assessing the average age of the components of the assets,
  - iv. the information available on the condition of the assets in the category, and
  - v. a description of the municipality's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate.
4. For each asset category, the lifecycle activities that would need to be undertaken to maintain the current levels of service as described in paragraph 1 for each of the 10 years following the year for which the current levels of service under paragraph 1 are determined and the costs of providing those activities based on an assessment of the following:
  - i. The full lifecycle of the assets.
  - ii. The options for which lifecycle activities could potentially be undertaken to maintain the current levels of service.
  - iii. The risks associated with the options referred to in subparagraph ii.
  - iv. The lifecycle activities referred to in subparagraph ii that can be undertaken for the lowest cost to maintain the current levels of service.
5. For municipalities with a population of less than 25,000, as reported by Statistics Canada in the most recent official census, the following:
  - i. A description of assumptions regarding future changes in population or economic activity.
  - ii. How the assumptions referred to in subparagraph i relate to the information required by paragraph 4.
6. For municipalities with a population of 25,000 or more, as reported by Statistics Canada in the most recent official census, the following:
  - i. With respect to municipalities in the Greater Golden Horseshoe growth plan area, if the population and employment forecasts for the municipality are set out in Schedule 3 or 7 to the 2017 Growth Plan, those forecasts.
  - ii. With respect to lower-tier municipalities in the Greater Golden Horseshoe growth plan area, if the population and employment forecasts for the municipality are not set out in Schedule 7 to the 2017 Growth Plan, the portion of the forecasts allocated to the lower-tier municipality in the official plan of the upper-tier municipality of which it is a part.
  - iii. With respect to upper-tier municipalities or single-tier municipalities outside of the Greater Golden Horseshoe growth plan area, the population and employment forecasts for the municipality that are set out in its official plan.
  - iv. With respect to lower-tier municipalities outside of the Greater Golden Horseshoe growth plan area, the population and employment forecasts for the lower-tier municipality that are set out in the official plan of the upper-tier municipality of which it is a part.
  - v. If, with respect to any municipality referred to in subparagraph iii or iv, the population and employment forecasts for the municipality cannot be determined as set out in those subparagraphs, a description of assumptions regarding future changes in population or economic activity.
  - vi. For each of the 10 years following the year for which the current levels of service under paragraph 1 are determined, the estimated capital expenditures and significant operating costs related to the lifecycle activities required to maintain the current levels of service in order to accommodate projected increases in demand caused by growth, including estimated capital expenditures and significant operating costs related to new construction or to upgrading of existing municipal infrastructure assets.

(3) Every asset management plan must indicate how all background information and reports upon which the information required by paragraph 3 of subsection (2) is based will be made available to the public.

(4) In this section,

“2017 Growth Plan” means the Growth Plan for the Greater Golden Horseshoe, 2017 that was approved under subsection 7 (6) of the *Places to Grow Act, 2005* on May 16, 2017 and came into effect on July 1, 2017; (“Plan de croissance de 2017”)

“Greater Golden Horseshoe growth plan area” means the area designated by section 2 of Ontario Regulation 416/05 (Growth Plan Areas) made under the *Places to Grow Act, 2005*. (“zone de croissance planifiée de la région élargie du Golden Horseshoe”)

**Asset management plans, proposed levels of service**

6. (1) Subject to subsection (2), by July 1, 2024, every asset management plan prepared under section 5 must include the following additional information:

1. For each asset category, the levels of service that the municipality proposes to provide for each of the 10 years following the year in which all information required under section 5 and this section is included in the asset management plan, determined in accordance with the following qualitative descriptions and technical metrics:
  - i. With respect to core municipal infrastructure assets, the qualitative descriptions set out in Column 2 and the technical metrics set out in Column 3 of Table 1, 2, 3, 4 or 5, as the case may be.
  - ii. With respect to all other municipal infrastructure assets, the qualitative descriptions and technical metrics established by the municipality.
2. An explanation of why the proposed levels of service under paragraph 1 are appropriate for the municipality, based on an assessment of the following:
  - i. The options for the proposed levels of service and the risks associated with those options to the long term sustainability of the municipality.
  - ii. How the proposed levels of service differ from the current levels of service set out under paragraph 1 of subsection 5 (2).
  - iii. Whether the proposed levels of service are achievable.
  - iv. The municipality’s ability to afford the proposed levels of service.
3. The proposed performance of each asset category for each year of the 10-year period referred to in paragraph 1, determined in accordance with the performance measures established by the municipality, such as those that would measure energy usage and operating efficiency.
4. A lifecycle management and financial strategy that sets out the following information with respect to the assets in each asset category for the 10-year period referred to in paragraph 1:
  - i. An identification of the lifecycle activities that would need to be undertaken to provide the proposed levels of service described in paragraph 1, based on an assessment of the following:
    - A. The full lifecycle of the assets.
    - B. The options for which lifecycle activities could potentially be undertaken to achieve the proposed levels of service.
    - C. The risks associated with the options referred to in sub-subparagraph B.
    - D. The lifecycle activities referred to in sub-subparagraph B that can be undertaken for the lowest cost to achieve the proposed levels of service.
  - ii. An estimate of the annual costs for each of the 10 years of undertaking the lifecycle activities identified in subparagraph i, separated into capital expenditures and significant operating costs.
  - iii. An identification of the annual funding projected to be available to undertake lifecycle activities and an explanation of the options examined by the municipality to maximize the funding projected to be available.
  - iv. If, based on the funding projected to be available, the municipality identifies a funding shortfall for the lifecycle activities identified in subparagraph i,
    - A. an identification of the lifecycle activities, whether set out in subparagraph i or otherwise, that the municipality will undertake, and
    - B. if applicable, an explanation of how the municipality will manage the risks associated with not undertaking any of the lifecycle activities identified in subparagraph i.
5. For municipalities with a population of less than 25,000, as reported by Statistics Canada in the most recent official census, a discussion of how the assumptions regarding future changes in population and economic activity, set out in subparagraph 5 i of subsection 5 (2), informed the preparation of the lifecycle management and financial strategy referred to in paragraph 4 of this subsection.
6. For municipalities with a population of 25,000 or more, as reported by Statistics Canada in the most recent official census,

- i. the estimated capital expenditures and significant operating costs to achieve the proposed levels of service as described in paragraph 1 in order to accommodate projected increases in demand caused by population and employment growth, as set out in the forecasts or assumptions referred to in paragraph 6 of subsection 5 (2), including estimated capital expenditures and significant operating costs related to new construction or to upgrading of existing municipal infrastructure assets,
- ii. the funding projected to be available, by source, as a result of increased population and economic activity, and
- iii. an overview of the risks associated with implementation of the asset management plan and any actions that would be proposed in response to those risks.

7. An explanation of any other key assumptions underlying the plan that have not previously been explained.

(2) With respect to an asset management plan prepared under section 5 on or before July 1, 2021, if the additional information required under this section is not included before July 1, 2023, the municipality shall, before including the additional information, update the current levels of service set out under paragraph 1 of subsection 5 (2) and the current performance measures set out under paragraph 2 of subsection 5 (2) based on data from the two most recent calendar years.

**Update of asset management plans**

7. (1) Every municipality shall review and update its asset management plan at least five years after the year in which the plan is completed under section 6 and at least every five years thereafter.

(2) The updated asset management plan must comply with the requirements set out under paragraphs 1, 2 and 3 and subparagraphs 5 i and 6 i, ii, iii, iv and v of subsection 5 (2), subsection 5 (3) and paragraphs 1 to 7 of subsection 6 (1).

**Endorsement and approval required**

8. Every asset management plan prepared under section 5 or 6, or updated under section 7, must be,

- (a) endorsed by the executive lead of the municipality; and
- (b) approved by a resolution passed by the municipal council.

**Annual review of asset management planning progress**

9. (1) Every municipal council shall conduct an annual review of its asset management progress on or before July 1 in each year, starting the year after the municipality’s asset management plan is completed under section 6.

- (2) The annual review must address,
  - (a) the municipality’s progress in implementing its asset management plan;
  - (b) any factors impeding the municipality’s ability to implement its asset management plan; and
  - (c) a strategy to address the factors described in clause (b).

**Public availability**

10. Every municipality shall post its current strategic asset management policy and asset management plan on a website that is available to the public, and shall provide a copy of the policy and plan to any person who requests it.

TABLE 1  
WATER ASSETS

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	1. Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal water system. 2. Description, which may include maps, of the user groups or areas of the municipality that have fire flow.	1. Percentage of properties connected to the municipal water system. 2. Percentage of properties where fire flow is available.
Reliability	Description of boil water advisories and service interruptions.	1. The number of connection-days per year where a boil water advisory notice is in place compared to the total number of properties connected to the municipal water system. 2. The number of connection-days per year due to water main breaks compared to the total number of properties connected to the municipal water system.

TABLE 2  
WASTEWATER ASSETS

Column 1	Column 2	Column 3
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Service attribute	Community levels of service (qualitative descriptions)	Technical levels of service (technical metrics)
Scope	Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal wastewater system.	Percentage of properties connected to the municipal wastewater system.
Reliability	<ol style="list-style-type: none"> <li>1. Description of how combined sewers in the municipal wastewater system are designed with overflow structures in place which allow overflow during storm events to prevent backups into homes.</li> <li>2. Description of the frequency and volume of overflows in combined sewers in the municipal wastewater system that occur in habitable areas or beaches.</li> <li>3. Description of how stormwater can get into sanitary sewers in the municipal wastewater system, causing sewage to overflow into streets or backup into homes.</li> <li>4. Description of how sanitary sewers in the municipal wastewater system are designed to be resilient to avoid events described in paragraph 3.</li> <li>5. Description of the effluent that is discharged from sewage treatment plants in the municipal wastewater system.</li> </ol>	<ol style="list-style-type: none"> <li>1. The number of events per year where combined sewer flow in the municipal wastewater system exceeds system capacity compared to the total number of properties connected to the municipal wastewater system.</li> <li>2. The number of connection-days per year due to wastewater backups compared to the total number of properties connected to the municipal wastewater system.</li> <li>3. The number of effluent violations per year due to wastewater discharge compared to the total number of properties connected to the municipal wastewater system.</li> </ol>

**TABLE 3  
STORMWATER MANAGEMENT ASSETS**

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	Description, which may include maps, of the user groups or areas of the municipality that are protected from flooding, including the extent of the protection provided by the municipal stormwater management system.	<ol style="list-style-type: none"> <li>1. Percentage of properties in municipality resilient to a 100-year storm.</li> <li>2. Percentage of the municipal stormwater management system resilient to a 5-year storm.</li> </ol>

**TABLE 4  
ROADS**

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	Description, which may include maps, of the road network in the municipality and its level of connectivity.	Number of lane-kilometres of each of arterial roads, collector roads and local roads as a proportion of square kilometres of land area of the municipality.
Quality	Description or images that illustrate the different levels of road class pavement condition.	<ol style="list-style-type: none"> <li>1. For paved roads in the municipality, the average pavement condition index value.</li> <li>2. For unpaved roads in the municipality, the average surface condition (e.g. excellent, good, fair or poor).</li> </ol>

**TABLE 5  
BRIDGES AND CULVERTS**

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	Description of the traffic that is supported by municipal bridges (e.g., heavy transport vehicles, motor vehicles, emergency vehicles, pedestrians, cyclists).	Percentage of bridges in the municipality with loading or dimensional restrictions.
Quality	<ol style="list-style-type: none"> <li>1. Description or images of the condition of bridges and how this would affect use of the bridges.</li> <li>2. Description or images of the condition of culverts and how this would affect use of the culverts.</li> </ol>	<ol style="list-style-type: none"> <li>1. For bridges in the municipality, the average bridge condition index value.</li> <li>2. For structural culverts in the municipality, the average bridge condition index value.</li> </ol>

### COMMENCEMENT

#### Commencement

**11. This Regulation comes into force on the later of January 1, 2018 and the day it is filed.**

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Français

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**REPORT N° PRO2019-028**

<b>Date</b>	16/12/2019
<b>Submitted by</b>	Brian Wilson
<b>Subject</b>	Fall 2019 OPP Report
<b>File N°</b>	<a href="#">Click here to enter text.</a>

1) **NATURE/GOAL :**

To advise Council of the information obtained from the recent Community Policing Advisory Committee (CPAC) meeting, including 2019 YTD Ontario Provincial Police statistics.

2) **DIRECTIVE/PREVIOUS POLICY :**

N/A

3) **DEPARTMENT’S RECOMMENDATION :**

**THAT** Report No. PRO2019-028 in regards to the OPP for 2019, be received as information.

**QUE** le rapport No. PRO2019-028 au sujet de la PPO pour 2019, soit reçu à titre d’information.

4) **BACKGROUND :**

The Russell Detachment of the Ontario Provincial Police provides policing services throughout Clarence-Rockland. This service is invoiced back to the municipality based on a formula, including historical calls for service, population, etc.

5) **DISCUSSION :**

On Thursday, October 24th, 2019, the Director of Protective Services attended a regular Community Policing Advisory Committee (CPAC) meeting with the Ontario Provincial Police (OPP) in Embrun. The meeting was attended by Russell, Casselman, and Clarence-Rockland, and was hosted by Inspector Luc Duval of the OPP.

Among the items discussed was an update on recent activities within the region, discussion on OPP staffing levels, and discussion regarding real or perceived traffic violations (e.g. speeding). Recognition was given to the Community Services Liasion Officer who has been quite busy across the region in engaging the public for presentations and consultations. Among some of the activities performed by this Officer were 34 activites in Clarence-Rockland between January and October 2019.

Overall calls for service in Clarence-Rockland remain relatively consistent across the region, however there was a noted increase in

violent crime (sexual assault), which the OPP Inspector believes to be more connected to high incident reporting than an actual increase of criminal activity. (more people are calling to report incidents, but there may not be any actual increase in the number of incidents occurring). Property crime calls remain consistent with last year, and there was a slight decrease in drug crime incidents.

6) **CONSULTATION:**

None.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

None.

8) **FINANCIAL IMPACT (expenses/material/etc.):**

None.

9) **LEGAL IMPLICATIONS :**

None.

10) **RISK MANAGEMENT :**

None.

11) **STRATEGIC IMPLICATIONS :**

None.

12) **SUPPORTING DOCUMENTS:**

None.



## REPORT N° PRO2019-029

<b>Date</b>	16/12/2019
<b>Submitted by</b>	Brian Wilson
<b>Subject</b>	Protective Services – Monthly Report (November 2019)
<b>File N°</b>	<a href="#">Click here to enter text.</a>

- 1) **NATURE/GOAL :**  
To advise council on the activities performed by the Protective Services Department.
- 2) **DIRECTIVE/PREVIOUS POLICY :**  
None.
- 3) **DEPARTMENT’S RECOMMENDATION :**  
**THAT** Report No. PRO2019-029 in regards to monthly statistics, be received as information.

**QUE** le rapport No. PRO2019-029 au sujet des statistiques mensuel, soit reçu à titre d’information.

- 4) **MONTHLY STATISTICS :**  
For the month of November 2019, the Protective Services Department did perform the following:

### **Fire Department**

#### Incidents:

Call Type	# of Calls (Nov)	2019 YTD		2018 YTD
Fire – Residential	1	14		15
Fire – Commercial		1		2
Fire – Outdoor		4		11
Fire – Chimney		2		1
Fire – Vehicle	1	5		7
Fire – Outbuilding				1
Fire – Other (e.g. steam)				2
Burning Complaint	2	7		16
Fire Alarms (Cooking)	1	15		11
Fire Alarms (Malicious)		4		5
Fire Alarms (Accidental)	2	31		28
Fire Alarms (Faulty Eq.)	6	25		35
Fire Alarms (Other)				3
CO Alarm (CO found)		2		7
CO Alarm (No CO found)	1	21		23

MVC – extrication	2	7		5
MVC – no extrication	2	33		52
Medical – VSA	4	28		25
Medical - Unconscious	2	33		18
Medical – Other		25		45
Cancelled On Route				5
Other	8	64		58
Mutual Aid				1
<b>TOTAL</b>	<b>32</b>	<b>310</b>		<b>376</b>

Fire department response times are detailed in the attached report, and are summarized below:

November – Weekday Incidents			
District	# of P1 Calls	Avg. First Arriving Unit (P1 calls)	# of P2 Calls
1A Bourget Rural			
1B Bourget Urban			
1C Bourget Rural			
2A Clarence-Creek Rural			
2B Clarence-Creek Urban	1	4:57 mins	
2C Clarence-Creek Rural	2	5:05 mins	
3A Rockland Rural	1	7:52 mins	
3B Rockland Urban	6	4:44 mins	
(P1 = priority one, lights & sirens / P2 = priority two, no lights/sirens)			

November – Evening/Weekend/Holiday Incidents			
District	# of P1 Calls	Avg. First Arriving Unit (P1 calls)	# of P2 Calls
1A Bourget Rural	1	13:19 mins	1
1B Bourget Urban	1	4:11 mins	
1C Bourget Rural			
2A Clarence-Creek Rural			
2B Clarence-Creek Urban			
2C Clarence-Creek Rural	1	9:35 mins	
3A Rockland Rural	3	12:11 mins	2
3B Rockland Urban	8	7:58 mins	5
(P1 = priority one, lights & sirens / P2 = priority two, no lights/sirens)			

Prevention / Public Education:

- Division Chief of Fire Prevention & Public Education attended a 1 day Residential Fire Sprinkler Seminar in Ottawa

	Nov	YTD	2018 YTD
Fire Inspections Completed	10	138	122
Follow Up Inspections	5	7	45
Permanent Fire Permit Insp.	5	77	25
Public Education Activities	4	25	33
Fire Safety Plan Reviews	3	3	2
Fire Drills in Vulnerable Occ.	3	4	6
School Fire Drills Attended		12	7

Training:

Training Course	Length of Course	# of FFs	Total Hours (Nov)	Total Hours YTD	2018 YTD
NFPA 1001 Firefighter – Ropes & Knots	2 hrs	48	96		
NFPA 1001 Firefighter – Electrical Safety for Firefighters	2 hrs	56	112		
NFPA 1021 Fire Officer	3 hrs	6	18		
NFPA 1001 Firefighter – Live Fire (Recruits)	8 hrs	4	32		
Emergency Medical Responder EMR	7 hrs	9	63		
NFPA 1001 Firefighter - Chainsaw	8 hrs	2	16		
Driver Training	3 hrs	6	18		
<b>Training Hours Worked (incl. prep)</b>			<b>391</b>	<b>6193</b>	<b>6626</b>

Meetings (evening meetings / committee meetings):

	Nov	YTD (Hours)
CRFD Executive Meetings	2	28
Meetings with UCPR Paramedics		2.5
Conservation Authority Meetings		8
Meeting with NGOs (Ontario211, Red Cross)		3
Essentials of Municipal Fire Protection Workshop		8
Emergency Management Meetings (Mandated)		2
Apparatus Committee Meetings	2.5	7.5
Regional Chief’s Meetings		9

CPAC (OPP) Meeting		2
Labour Management Meeting (CRPFFA)	2	2
Station 3 (Rockland) Meeting Re: Consultant		2

### **Municipal Enforcement**

	Nov	YTD	2018 YTD
Officers hours worked	668.5	7399.5	8446.5
OT hours worked (1.5)	3	225.5	281.5
OT hours for Flood (1.0)	0	0	125
Hours on snow enforcement	7.5	156.5	38.5
OT hours on snow enforcement	7.5	68.5	32.5
Hours on Taxi Administration	5	83	154
Hours on Civic Addressing	0	32	381
# of parking tickets issued	100	326	306
# of hours on Business Licensing	12	110	43
# of parking warnings issued	25	204	659
# of Part I tickets issued	6	57	47
# of Part III summons issued	0	1	2
# of dogs caught at large	8	130	162
# of complaints handled	293	2887	2430

# November 2019

#	Incident Date	Incident Type	District	Apparatus	Staffing	PRIORITY 1/2	Dispatch Time	Responding Time	Arrival Time	Total Response Time	Overall Response Time
Bourget Rural											
19-322	November 25, 2019	Burning Complaint	1A (Bourget Rural)	Primary Pumper 1 (Bourget) First Arriving Car 2 (Deputy)	1 FF (Vol) 1 FF (FT)	2	4:31:40 PM	4:38:21 PM 4:42:56 PM	4:45:40 PM 4:42:48 PM	0:14:00 0:11:08	0:11:08
19-325	November 28, 2019	Medical - VSA	1A (Bourget Rural)	Primary Squad 1 (Bourget) First Arriving Same	1 FF (FT)	1	10:24:56 PM	10:38:15 PM 10:38:15 PM	10:38:15 PM 10:38:15 PM	0:13:19 0:13:19	0:13:19
Bourget - Village											
19-309	November 11, 2019	Other	1B (Bourget Village)	Primary Squad 1 (Bourget) First Arriving Same	1 FF (FT)	1	5:29:39 PM	5:29:56 PM 5:29:56 PM	5:33:50 PM 5:33:50 PM	0:04:11 0:04:11	0:04:11
Bourget - Rural											
Clarence-Creek Rural											
19-315	November 16, 2019	Fire - Vehicle	2B (Clarence Village)	Primary Pumper 2 (Clarence) First Arriving Car 1 (Chief)	3 FF (Vol) 1 FF (FT)	1	6:20:53 AM	6:25:00 AM 6:20:53 AM	6:30:57 AM 6:25:50 AM	0:10:04 0:04:57	0:04:57
Clarence-Creek Rural											
19-302	November 5, 2019	Vehicle Collision - Medical	2C (Clarence Rural)	Primary Pumper 1 (Bourget) First Arriving Car 1 (Chief)	2 FF (Vol) 2 FF (FT)	1	10:14:57 AM	10:22:56 AM 10:16:54 AM	cancelled 10:22:13 AM	cancelled 0:07:16	0:07:16
19-305	November 6, 2019	Medical - VSA	2C (Clarence Rural)	Primary Squad 2 (Clarence) First Arriving Same	3 FF (Vol)	1	11:48:43 PM	11:55:17 PM 11:55:17 PM	11:58:18 PM 11:58:18 PM	0:09:35 0:09:35	0:09:35
16-323	November 25, 2019	Vehicle Collision - Extrication	2C (Clarence Rural)	Primary Pumper 2 (Clarence) First Arriving Car 3 (Prevention)	2 FF (FT) 1 FF (FT)	1	11:45:47 AM	11:48:24 AM 11:46:47 AM	11:51:32 AM 11:48:41 AM	0:05:45 0:02:54	0:02:54
Rockland Rural											
19-298	November 1, 2019	Other	3A (Rockland Rural)	Primary Pumper 3 (Rockland) First Arriving Car 1 (Chief)	2 FF (FT) 1 FF (FT)	1	10:08:42 AM	10:10:44 AM 10:09:56 AM	10:37:11 AM 10:16:34 AM	0:28:29 0:07:52	0:07:52
19-299	November 3, 2019	Other	3A (Rockland Rural)	Primary Pumper 3 (Rockland) First Arriving Same	5 FF (Vol)	2	9:14:56 PM	9:23:11 PM 9:23:11 PM	9:30:17 PM 9:30:17 PM	0:15:21 0:15:21	0:15:21
19-312	November 13, 2019	Other	3A (Rockland Rural)	Primary Pumper 4 (Spare) First Arriving Same	4 FF (Vol)	1	7:28:18 PM	7:28:18 PM 7:28:18 PM	7:31:35 PM 7:31:35 PM	0:03:17 19:31:35	0:03:17
19-317	November 20, 2019	Alarms - Malfunction	3A (Rockland Rural)	Primary Pumper 3 (Rockland) First Arriving Same	4 FF (Vol)	2	6:36:22 AM	6:46:01 AM 6:46:01 AM	6:51:49 AM 6:51:49 AM	0:15:27 0:15:27	0:15:27
19-320	November 22, 2019	Fire - Residence	3A (Rockland Rural)	Primary Pumper 3 (Rockland) First Arriving Same	6 FF (Vol)	1	11:15:11 PM	11:21:50 PM 11:21:50 PM	11:34:57 PM 11:34:57 PM	0:19:46 0:19:46	0:19:46
19-327	November 29, 2019	Other	3A (Rockland Rural)	Primary Pumper 3 (Rockland) First Arriving Same	6 FF (Vol)	1	10:23:49 PM	10:30:14 PM 10:30:14 PM	10:37:18 PM 10:37:18 PM	0:13:29 0:13:29	0:13:29
Rockland Urban											
19-297	November 1, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary Pumper 3 (Rockland) First Arriving Same	2 FF (FT)	1	9:30:30 AM	9:32:55 AM 9:32:55 AM	9:38:30 AM 9:38:30 AM	0:08:00 0:08:00	0:08:00
19-300	November 3, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland) First Arriving Car 1 (Chief)	4 FF (Vol) 1 FF (FT)	1	9:42:44 AM	9:49:15 AM 9:46:35 AM	9:53:58 AM 9:49:43 AM	0:11:14 0:06:59	0:06:59
19-301	November 3, 2019	Other	3B (Rockland Urban)	Primary Pumper 3 (Rockland) First Arriving Same	6 FF (Vol)	1	12:27:21 PM	12:34:11 PM 12:34:11 PM	12:38:18 PM 12:38:18 PM	0:10:57 0:10:57	0:10:57
19-303	November 6, 2019	Medical - Unconscious	3B (Rockland Urban)	Primary Squad 3 (Rockland) First Arriving Car 2 (Deputy)	2 FF (FT) 1 FF (FT)	1	8:04:31 AM	8:07:00 AM 8:06:21 AM	8:08:35 AM 8:08:35 AM	0:04:04 0:04:04	0:04:04
19-304	November 7, 2019	Alarms - Cooking Incident	3B (Rockland Urban)	Primary Pumper 3 (Rockland) First Arriving Car 1 (Chief)	4 FF (Vol) 1 FF (FT)	1	4:37:27 PM	4:49:39 PM 4:39:08 PM	4:49:43 PM 4:46:17 PM	0:12:16 0:08:50	0:08:50
19-306	November 8, 2019	Alarms - Accidental	3B (Rockland Urban)	Primary Pumper 3 (Rockland) First Arriving Car 1 (Chief)	3 FF (FT) 1 FF (FT)	1	9:52:09 AM	9:55:59 AM 9:54:38 AM	9:58:36 AM 9:56:27 AM	0:06:27 0:04:18	0:04:18
19-307	November 10, 2019	Vehicle Collision - Extrication	3B (Rockland Urban)	Primary Pumper 3 (Rockland) First Arriving Car 1 (Chief)	5 FF (Vol) 1 FF (FT)	1	1:17:52 PM	1:20:56 PM 1:18:51 PM	1:21:56 PM 1:20:22 PM	0:04:04 0:02:30	0:02:30
19-308	November 10, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary Pumper 3 (Rockland) First Arriving	6 FF (Vol)	2	7:35:52 PM	7:40:45 PM 7:40:45 PM	7:47:46 PM 7:47:46 PM	0:11:54 0:11:54	0:11:54

19-310	November 11, 2019	Vehicle Collision - Traffic Control	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	6 FF (Vol)	1	11:31:07 PM	11:39:15 PM	cancelled	cancelled	0:06:11
				First Arriving	Car 1 (Chief)	1 FF (FT)			11:34:20 PM	11:37:18 PM	0:06:11	
19-312	November 14, 2019	Burning Complaint	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	4 FF (Vol)	2	7:19:40 PM	7:24:29 PM	7:30:52 PM	0:11:12	0:11:12
				First Arriving	Same				7:24:29 PM	7:30:52 PM	0:11:12	
19-313	November 16, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)		1	3:22:12 PM	3:29:38 PM	3:31:46 PM	0:09:34	0:09:34
				First Arriving	Same				3:29:38 PM	3:31:46 PM	0:09:34	
19-314	November 16, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	5 FF (Vol)	2	9:31:40 PM	9:38:18 PM	9:42:48 PM	0:11:08	0:11:08
				First Arriving	Same				9:38:18 PM	9:42:48 PM	0:11:08	
19-316	November 18, 2019	Carbon Monoxide - False	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	4 FF (Vol)	2	11:22:27 PM	11:32:08 PM	11:34:46 PM	0:12:19	0:12:19
				First Arriving	Same				11:32:08 PM	11:34:46 PM	0:12:19	
19-318	November 21, 2019	Alarms - Accidental	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	2 FF (FT)	1	8:40:05 AM	8:42:09 AM	8:45:32 AM	0:05:27	0:05:27
				First Arriving	Same				8:42:09 AM	8:45:32 AM	0:05:27	
19-319	November 21, 2019	Medical - VSA	3B (Rockland Urban)	Primary	Squad 3 (Rockland)	4 FF (Vol)	1	8:40:24 PM	8:48:33 PM	8:50:33 PM	0:10:09	0:10:09
				First Arriving					8:48:33 PM	8:50:33 PM	0:10:09	
19-321	November 25, 2019	Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	4 FF (FT)	1	1:29:52 PM	1:32:26 PM	cancelled	cancelled	0:02:58
				First Arriving	Car 1 (Chief)	1 FF (FT)	1		1:30:49 PM	1:32:50 PM	0:02:58	
19-324	November 27, 2019	Other	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	3 FF (FT)	1	8:01:43 AM	8:04:40 AM	8:05:20 AM	0:03:37	0:03:37
				First Arriving	Same				8:04:40 AM	8:05:20 AM	0:03:37	
19-326	November 29, 2019	Alarms - Malfunction	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	5 FF (Vol)	2	7:19:02 AM	7:26:11 AM	7:28:36 AM	0:09:34	0:09:34
				First Arriving	Same				7:26:11 AM	7:28:36 AM	0:09:34	
19-328	November 29, 2019	Medical - VSA	3B (Rockland Urban)	Primary	Pumper 3 (Rockland)	5 FF (Vol)	1	7:34:31 AM	7:36:25 AM	7:43:08 AM	0:08:37	0:08:37
				First Arriving	Same				7:36:25 AM	7:43:08 AM	0:08:37	