

## AGENDA / ORDRE DU JOUR

- A) Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires
- B) Addendum and Agenda / Addenda et Ordre du jour  
     B-1 Resolution to approve the Addendum  
     B-2 Resolution to adopt the Agenda
- C) Delegations & Petitions / Délégations et pétitions ..... **NIL**

### COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

- D-1) Economic Development / Développement économique  
     D-1(a) IPM – Wrap-Up Presentation
- D-2) General Government / Gouvernement général  
     D-2(a) Delorme Drain – Drainage Assessment ( historical data )  
     D-2(b) Request from resident to increase the limit of household pets (cats & dogs)
- D-3) Planning / Planification ..... **NIL**
- D-4) Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique  
     D-4(a) Community Safety and Well-Being Plan (CSWBP) (*framework booklet attached separately*)
- D-5) Social Services and Health / Services sociaux et santé ..... **NIL**
- D-6) Public Works / Travaux publics ..... **NIL**
- D-7) Community Services / Services communautaires ..... **NIL**
- D-8) Sewer and Water / Les égouts et l'eau ..... **NIL**
- D-9) Environmental / L'environnement ..... **NIL**

**REGULAR COUNCIL MEETING /  
RÉUNION RÉGULIÈRE**

**E) Unfinished Business / Affaires en marche**

**F) Notice of Motion / Avis de motion**

**G) New Business / Affaires nouvelles**

- G-1** Resolution to approve a request from École secondaire Franco-Cité for temporary street closure, in order to hold their annual 'Une canne ça dépanne' human food chain.

**H) Addendum / Addenda**

**J) Information, Questions & Mayors' Report / Information, questions et rapport du Maire**

- J-1** Mayor's Report

**I) Closed Meeting / Réunion à huis clos ..... **NIL****

**J) Adjournment / Ajournement**

- J-1** Resolution to adopt By-law **2019/84** confirming proceedings of meeting  
**J-2** Resolution to adjourn the meeting

# MEMORANDUM

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**TO:** Mayor and Council  
**FROM:** Jean-Pierre (Jay) Barbeau, CAO  
**DATE:** September 27, 2019  
**RE:** **COUNCIL MEETING AGENDA OF OCTOBER 1st, 2019**

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As you will no doubt notice, the agenda for Council's October 1<sup>st</sup> meeting is light in content.

Administration is aware of various files that require follow-up and we are pulling together the information requested by Council. Next week's agenda does include a wrap-up presentation of the successful IPM & Rural Expo event.

However following the conclusion of the IPM event this past Saturday, staff are still in 'catch up' mode and we anticipate returning to full speed by the October 8<sup>th</sup>, 2019 meeting.

Thank you,

from desk of :  
Jay Barbeau, CAO

**Joie de vivre**



**West Nipissing Ouest**

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# MEMORANDUM

**TO:** Mayor and Council

**FROM:** Melanie Ducharme, Municipal Clerk/Planner

**DATE:** September 27, 2019

**RE:** **DELORME ROAD DRAIN**

- **February, 2014** - An Application for Subdivision was submitted to the Planning Department by Delorme Properties Inc. in for the creation of 9 residential lots on the north side of Delorme Road, east of Smylie Road. The application was circulated in accordance with the Planning Act requirements and, through such circulation it was identified by the Manager of Public Works that there exists an existing problem with drainage in that area, which may be exacerbated by the creation of the new lots.
- It was determined that the particular section of Delorme Road, east of Smylie was draining through private property, and could not be permitted to be used to drain additional water from the proposed subdivision.
- **April 14, 2014** - the West Nipissing Planning Advisory Committee made recommendation that the subdivision be draft approved upon the condition that the owner undertake a storm water management/drainage study and, if required, a Petition for a Municipal Drain.
- **May 27, 2014** - an investigation was undertaken by the West Nipissing Drainage Superintendent and the Engineer, at the request of the Municipality, in order to explore options and to examine the drainage area.
- **May 20, 2014**, Council considered information provided by staff and the Director of Operations was authorized by Council to Execute a Petition for Drainage under Section 4.1(c) of the Drainage Act to provide an outlet for both the subdivision and the Delorme Road stormwater.
- **May 20, 2014** Council passed a resolution authorizing the Engineer to make an examination of the area requiring Drainage.
- July 9, 2014 – On-Site meeting with landowners
- **May 27, 2015** – Notice to Landowners of Consideration of Preliminary Engineer's Report.
- **June 9, 2015** – Council considers Preliminary Report– 2 options presented by Engineers, Council decides to move forward with Option 1.
- **June 9, 2015** Council directs Engineer to proceed with Final Report for Delorme Drain;
- **September 22, 2015** – Public meeting with all landowners to review proposed construction and preliminary assessments. Preliminary Assessment for Delormes anticipated to be \$84,849.49;
- **June 15, 2016** -Receive Engineer's Report
- **June 20, 2016** – Notice to Landowners of Consideration of Final Report

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- **July 12, 2016** Council Considers Engineer's Final Report. Assessment to Delorme shown in Final Report to be \$84,108.00. Landowners and Consultant present at Consideration Meeting.
- **July 12, 2016** By-Law 2016-72 given First and Second Reading
- **July 26, 2016** – Mail Notices of Sitting of Court of Revision to all landowners assessed;
- **August 11, 2016** – Court of Revision for the Delorme Road Drain held – no appeals received.
- **September 20, 2016** – Council grants third and final reading to By-Law 2016-72.
- **April 26, 2017** – Tenders for Construction issued
- **June 14, 2017** – Tenders opened by Clerk and Director of Corporate Services – all Tenders exceed Engineer's Estimates by more than 133%.
- **June, 2017** – Engineers review Tenders – identify error in original report concerning catch basins;
- **July 20, 2017** – Notice to all Landowners of Public Meeting regarding error in Engineer's Report – notice contains new Assessment Schedule.
- **August 8, 2017** – Presentation made by Engineers concerning error in Engineer's Report and Council considers amendment to Report containing new Assessment Schedules. Assessment to Delorme shown as \$95,885.81; Amendment to By-Law No. 2016-72 adopted by By-Law NO. 2017/66; Landowners and their consultant were present.
- **August 24, 2017** - Pre-Construction Meeting – all landowners notified; Consultant for Landowners present at Pre-Construction meeting.
- **August – September, 2017** – Construction of Delorme Road Drain.
- **February 20, 2018** – Council Passes Final Cost By-law;
- **April 27, 2018** – Final Paperwork and Billing. Final Assessment to Delorme \$97,955.97;
- Immediately after the invoices were sent, we proposed a 7-year payment plan for the Assessment. Owners refused payment plan as they did not feel they should pay interest;
- **October 12, 2018** – Letter to Owners advising that payment needs to be received or arrangements entered into or assessment will be placed on the Tax Roll;
- **December 4, 2018** - having received no response or correspondence, the drain assessment was placed on the Tax Roll;
- **February 22, 2019** – Dir. Corporate Services met with the Misses Delorme and their consultant. The Miss(es) Delorme advise that they met privately with the Engineers following the second consideration meeting and that they were told that they would not have to pay the amount shown on the assessment schedule
- **February 23, 2018** – Clerk calls KSmart to enquire if such a conversation ever took place. The Engineer acknowledges meeting with the owners; but states that no promises or specific numbers were given – only a statement made that the engineers would work closely with the contractors to keep costs in check;
- **March 28, 2019** – Director of Corporate Services sends email to consultant advising that the file has been reviewed and there is nothing to support the Owner's belief that their assessment would be substantially lower than actually billed;

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**Janice Dupuis**

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**Subject:** FW: Letter for animal increase

**From:** carrie anderson <espanolagal@hotmail.com>  
**Sent:** September 25, 2019 12:21 AM  
**To:** Janice Dupuis <jdupuis@municipality.westnipissing.on.ca>  
**Subject:** Letter for animal increase

Mayor and Council,

I would like to request to have the animal limit increased from 2 cats and 2 dogs to 4 cats 2 dogs so long as the animals are spayed or neutered, as by increasing the limits for responsible animal owners reduces the amount of homeless animals and takes the strain off the Humane Society and shelters as well.

I moved to Sturgeon Falls in February 2018 from Sudbury, I have 3 male cats a 16 year old named Tigger and I have 2 male barn cats Zyra and Cheeto who are now 2 years old that I adopted from an animal rescue when they were 6 weeks old as they were in need of a loving and stable home. I had all 3 of these cats neutered at 6 months old and I can not imagine my life without them as they are family to us. We also had just taken a cat in who was unwanted that was also fixed I also just recently adopted 2 shi-pomm puppies that are now 11 weeks old I have already got their first shots. Their second set of shots are booked and they will be neutered and spayed in mid December and microchipped as well as be registered for January 1. These pups are emotional support dogs and are going through training that cost me \$900.00 but I'm doing all this because I want my animals to be well behaved and trained properly.

When I lived in Sudbury there was no limit on the amount of cats a person could own so long as they were spayed or neutered. North Bay I believe was 6 or 4 cats and 2 dogs or 3 cats and 3 dogs same rules applied so when I moved here I did call North Bay Humane Society and thought I was ok with the amount of cats I had. Then one day I was at the MP office for a non related issue and I was talking to the lady who works there and we got on the topic that's when I found out Sturgeon has separate rules so I came home and did the responsible thing and called the town office and spoke to a gentleman who said the bylaw here is only 2 of each and he suggested to me if I couldn't rehome 2 of them then I should put the 2 oldest down. I was horrified these are animals lives so I started calling around I did rehome 1 that we had just taken in but I can't even fathom the thought of getting rid of the 3 cats that have been with us for 2 years and one 16 yrs so I decided to ask to have this limit increased for responsible pet owners. My cats are indoor cats and my pups are on a harnesses and lead when outside I clean up after them always .

Even just increasing the current limit would make a huge difference within communities and the resources being utilized to combat homeless and unwanted animals.

Thank you for considering my request.  
Carrie anderson  
705-207-4893

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# Supporting by-laws for D-2(b)

## THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW NO. 99-28

### TO REGULATE AND CONTROL CATS

WHEREAS paragraph 4 of Section 210 of the Municipal Act, R.S.O. 1990, Chapter M.45 enables the council to pass by-laws:

4. For prohibiting or regulating within any part of the municipality or within any defined area thereof, or upon any defined highways therein, the being at large or trespassing of animals, other than dogs and for providing for impounding them and for causing them to be sold, if they are not claimed within a reasonable time or if the damages, fines and expenses are not paid according to law;

AND WHEREAS it is intended to control cats in the Municipality of West Nipissing

NOW THEREFORE the Council of The Corporation of the Municipality of West Nipissing enacts as follows:

#### 1.0 DEFINITIONS

In this by-law:

- a) At large: Means to be found in any place other than the premises of the owner of the cat and not under the control of any person by way of a leash of a maximum length of two (2) meters held by a person, or when a cat is not on a leash which is securely affixed to some permanent structure from which the cat cannot escape;
- b) By-law enforcement officer: Means an animal control officer appointed as pound keeper;
- c) Cat: Means a feline over the age of six weeks of any breed of domesticated cat or crossbreed domesticated cat;
- d) Municipality: Means The Corporation of the Municipality of West Nipissing;
- e) Control: Includes care and custody;
- f) Owner: Includes a person who possesses or harbours a cat and who is eighteen years of age or over and "owns" and "owner" have a corresponding meaning;
- g) Veterinarian: Means a person registered under the Veterinarians Act.
- h) Public property: Includes any property owned by or under the control of the municipality including parks, roads, sidewalks, etc...

#### 2. OWNER'S COLLAR

Every owner of a cat shall place on the cat a collar on which is permanently inscribed the name and address of the owner and have the cat electronically chipped for identification purposes.

**AMENDED SET FINE SCHEDULE "A"- BY-LAW 99/28**

**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

**PART 1 PROVINCIAL OFFENCES ACT**

By-LAW 2002/34 Amending BY-LAW 99/28, to regulate and control cats:

ITEM	COLUMN 1 SHORT FORM WORDING	COLUMN 2 OFFENCE CREATING PROVISION	COLUMN 3 SET FINE (include costs)
1	Failure to place collar on which is affixed a current municipal cat tag	Sec. 2 a)	\$ 55.00
2	Failure to place collar on cat inscribed with the name and address of the owner	Sec. 2 b)	\$ 55.00
3	Failure to have cat electronically chipped.	Sec. 2 c)	\$ 55.00
4	Allowing or permit cat to be at large	Sect. 3.1	\$ 55.00
5	Failure to prevent cat from being at large	Sect. 3.2	\$ 55.00
6	Allowing cat to trespass on private property without permission from property owner	Sec. 3.3	\$ 55.00
7	Allowing cat to defecate or urinate on or in a public place	Sec. 10.1 i)	\$ 55.00
8	Allowing cat to defecate or urinate on private property without consent	Sec. 10.1 ii)	\$ 55.00
9	Failure to remove and dispose of cat's excrement	Sec. 10.2	\$ 55.00



**BY-LAW 99-28**

**3. CAT AT LARGE**

- 3.1 No owner of a cat shall allow or permit the cat to be at large.
- 3.2 Every owner of a cat shall prevent his or her cat from being at large.
- 3.3 No person shall suffer, allow or permit a cat under his or her control  
or of which he or she is the registered owner to trespass on private  
property whether on a leash or not unless permission for said trespass is  
first obtained from the property owner.

**4. CAPTURE OF CATS**

A by-law enforcement officer may take into custody a cat which has been otherwise  
confided:

- 4.1 Not having a collar in accordance with subsection 2(1); or
- 4.2 That is at large; or
- 4.3 That is not under control by means of a leash; or
- 4.4 That is trespassing on a public place; or
- 4.5 That is trespassing on private property, upon request of the owner of the  
property or his or her representative.

**5. IMPOUNDING**

Where the Animal Control Officer captures and takes into custody a cat, it shall impound  
the cat.

**6. EXPENSES**

Where a cat is impounded and the owner of the cat is known to the Animal Control  
Officer, the owner shall pay the following expenses incurred by such officer:

- a) \$30.00 for first day and \$5.00 per day thereafter and any veterinary fees incurred  
for the cat.

**7. CLAIMING A CAT**

- 7.1 Every cat owner shall claim the cat within three days of the day on which  
the cat was impounded, excluding the day of impounding, Sundays, and  
statutory holidays.
- 7.2 Where a cat is not claimed by its owner in accordance with subsection  
10(1), the cat may be sold or placed in a suitable home forthwith or  
disposed of or euthanised in a humane manner.
- 7.3 Where a cat is injured before or after being taken into custody or in the  
opinion of the Animal Control Officer should be destroyed without delay  
for humane reasons or for reasons of safety to persons or animals, the  
Animal Control Officer or other officer appointed by the Municipality  
may euthanise the cat in humane manner as soon after capture or custody  
as he / she may determine without permitting any person to reclaim the cat  
or without offering it for sale.

**BY-LAW 99-28**

**8. RETRIEVAL OF CATS**

No person shall retrieve a cat without payment of expenses in full referred to in section 9, including the veterinary cost to have the animal micro chipped for identification purpose.

**9. NO COMPENSATION**

No compensation, damages, fees or other sum shall be:

- 9.1 Recoverable by a cat owner or other person;
- 9.2 Paid by the Municipality on account of or by reason of:
  - i) capturing, taking into custody, or impounding a cat; or
  - ii) selling, disposing of or euthanising a cat,

In the course of the administration and enforcement of this by-law.

**10. DEFECATION**

- 10.1 No owner of a cat and no person who has control of a cat shall suffer, allow, or permit the cat to defecate or urinate on or in the following premises:
  - i) Public place.
  - ii) Private property, without the consent of the premises.
- 10.2 The owner of a cat or other person referred to in subsection 1 shall immediately and without delay, remove the excrement and provide for its sanitary disposition.

**11. OFFENCE**

- 11.1 Where a by-law enforcement officer believes that one or more persons has committed an offence under this by-law, the officer may issue an offence notice or summons in accordance with section 3 of the Provincial Offences Act.
- 11.2 Every person who contravenes a provision of this by-law, is guilty of an offence and on conviction is liable to a fine under the Provincial Offences Act.

**12. EXEMPTIONS**

- 12.1 Cats that are owned by a owner of property registered as farm land does not have to pay to have the cats micro chipped and shall not fall under the same rules as owners in residential or apartment dwellings.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED AS SUCH IN  
OPEN COUNCIL THIS 20<sup>TH</sup> day of April 1999.**

  
MAYOR

  
CLERK

THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2002/34

BEING A BY-LAW TO AMEND BY-LAW 99-28  
BEING A BY-LAW TO REGULATE AND CONTROL CATS

WHEREAS paragraph 4 of Section 210 of the Municipal Act, R.S.O. 1990, Chapter M.45, enables the Council to pass by-laws regarding animals being at large or trespassing;

AND WHEREAS paragraph 5 of Section 210 of the Municipal Act, R.S.O. 1990, Chapter M.45, enables the Council to pass by-laws for animal identification systems;

5. "For providing for animal identification systems including tagging, tattooing or microchip implantation and for requiring owners to identify their domestic animals by those systems and for charging such fees as may be set out in the by-law in respect of the identification system."

AND WHEREAS the Council for the Municipality of West Nipissing deems it expedient to amend By-law 99-28 to allow for tagging of cats;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

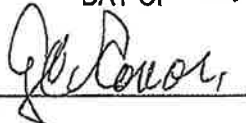
- 1) To replace section 2 - OWNERS'S COLLAR by the following:

2. CAT IDENTIFICATION

Every owner of a cat shall place on his or her cat:

- a) a non-breakaway collar on which is permanently affixed a current municipal cat tag;
  - b) a breakaway collar on which is permanently inscribed the name and address of the owner; or
  - c) have the cat electronically chipped for identification purposes.
  - d) Every cat owner shall submit his or her name and current address with the Municipality of West Nipissing and receive a number to be inscribed on a tag or other suitable attachment to the collar, at a fee of \$30.00 per cat, less \$10.00 upon proof of rabies vaccine.
- 2) Amend section 4, item 4.1 by replacing the wording: "subsection 2(1)" with "subsections 2.(a) 2(b), 2(c) and 2(d)".
- 3) Amend the Set Fine Schedule "A" to By-law 99-28 as per amended Schedule "A" attached hereto and forming part of this by-law.

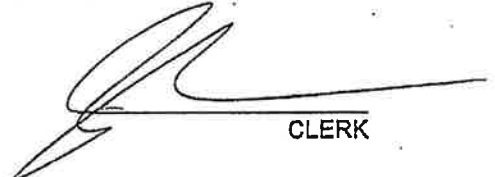
READ A FIRST TIME AND CONSIDERED READ A SECOND TIME IN OPEN COUNCIL  
THIS 7<sup>th</sup> DAY OF May 2002.

  
MAYOR

  
CLERK

READ A THIRD TIME AND PASSED AS SUCH IN OPEN COUNCIL THIS 13<sup>th</sup> DAY OF  
August 2002.

  
MAYOR

  
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

**BY-LAW 2015/56**

**BEING A BY-LAW TO AMEND BY-LAW 1999/28  
BEING A BY-LAW TO REGULATE AND CONTROL CATS**

**WHEREAS** pursuant to Section 10(1) of the *Municipal Act, 2001*, S. O. 2001 c. 25, a Municipality may provide any service or thing that it considers necessary or desirable for the public;

**AND WHEREAS** pursuant to Section 10(2)(9) of the *Municipal Act, 2001*, S. O. 2001 c. 25, a Municipality may pass by-laws respecting the matter pertaining to animals;

**AND WHEREAS** the Council deems it expedient to update the municipal by-law to adjust fees for cat tags;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:**

1. **THAT** Item 2 (d) of By-Law 2002/34, amending By-Law 1999/28, shall be repealed and replaced with the following:
  - 2 (d) Every cat owner shall submit his or her name and current address with the Municipality of West and receive a numbered cat tag, at the following prescribed fee:
    - (i) \$30.00 per cat, less \$10.00 upon proof of rabies vaccine; or
    - (ii) \$4.00 per cat, with proof of micro-chip
2. **THAT** this By-Law shall come into force and take effect on the date it is passed.

**ENACTED AND PASSED THIS 14<sup>th</sup> DAY OF JULY, 2015 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

JOANNE SAVAGE  
MAYOR

MELANIE DUCHARME  
CLERK

THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2000/20

*Amended by 2006/37  
2010/174*

**BEING A BY-LAW TO PROHIBIT OR REGULATE THE RUNNING AT LARGE  
OF DOGS; AND TO LICENSE AND REGULATE THE REGISTRATION OF DOGS**

**WHEREAS** SUBSECTION 210 (11) of the Municipal Act, 1990, R.S.O., Chapter M.45 as amended, authorizes a municipal council to pass a by-law licensing, regulating and requiring the registration of dogs in the municipality and for imposing a license fee on the owners of dogs; and requiring an owner to keep the dog leashed;

**AND WHEREAS** subsection 210 (3) of the Municipal Act, 1990, R.S.O., Chapter M.45, as amended, authorizes a municipal council to pass a by-law prohibiting or regulating the running at large of dogs in the municipality, for seizing and impounding and for destroying, whether before or after impounding, dogs running at large contrary to the provisions of the by-law;

**NOW THEREFORE** the Corporation of the Municipality of West Nipissing hereby enacts as follows:

**1.0 DEFINITIONS**

As used in this by-law, the following terms shall have the meaning hereinafter ascribed to them:

- a) The Corporation: The Corporation of the Municipality of West Nipissing.
- b) The Municipality: The Corporation of the Municipality of West Nipissing.
- c) Owner: Any person, group of persons, partnership, or corporation owning, keeping or harbouring a domesticated canine or canines, or other animals. "Owns" or "Owned" shall have a corresponding meaning. Where the owner is a minor, the person responsible for the custody of the minor.
- d) Kennel: Any person, group of persons, partnership or corporation engaged in the commercial business or breeding, buying, selling or boarding dogs.
- e) Veterinary Hospital: Any establishment maintained and operated by a licensed veterinarian for the diagnosis and treatment or diseases and injuries of animals.
- f) Dog: Any member of the species canis familiaris.
- g) Animal Shelter: Any premises designated by the Corporation for the purpose of impounding and caring for animals taken up by any officer appointed by the Corporation of the Municipality of West Nipissing in violation of this by-law;
- h) Animal Control Officer: A municipal law enforcement officer, a provincial offence officer or persons appointed by by-law of the Corporation of the Municipality of West Nipissing for animal control.
- i) At Large: Any dog shall be deemed to be running at large when it is off the property of his owner and not under the control of a competent person.
- j) Restraint: A dog is under restraint within the meaning of this by-law if it is on his owner's property; out on a leash; or at "heel" beside a competent person and obedient to that person's commands.
- k) Spayed female: A bitch or female animal which has been operated upon by a licensed veterinarian to prevent conception.
- l) Guide Dog: A dog that is trained to aid the blind and is actively in use for such purposes.

- m) Police Work Dog: A dog trained to aid law enforcement officers and is actually being used for police work purposes for the protection of the public including the investigation or crime and the apprehension of law violators.
  - n) Purebred: Registered or eligible for registration in the register of the Canadian Kennel Club Incorporated or of a class designated as purebred in the regulations.
  - o) Exposed to rabies: A dog has been exposed to rabies within the meaning of this by-law if it has been bitten by any animal known to have been infected with rabies.
  - p) Dangerous: A dog is considered dangerous under this by-law if it has attacked or bitten a person or other domestic animal.
  - q) Potentially Dangerous: Dogs that have a greater proclivity to create a danger. e.i. Recent studies have shown that a pit-bull dog is easily aroused, has great perseverance, is insensitive to pain and has deceptive body signaling. The chemical 1-tyrosine is thought to play a role in determining the level of arousability in the pit-bull. This chemical is genetically controlled. Selective breeding can result in higher levels of 1-tyrosine, cited as an explanation of the pit bull's great perseverance. Once an attack has begun, the pit-bull is incredibly tenacious. It is not easily distracted or deterred. Combining these attributes with the tremendous physical power of the animal may result in disastrous consequences.
  - r) License: The receipt issued by the municipality or its authorized agents, upon payment of the appropriate license fee.
  - s) Farm Dog: A dog that is trained for the purpose of controlling or protecting livestock and poultry.
- 1.0 The provisions of this by-law shall be enforced by the Corporation, its servants, agents, workmen, employees or any appointed individuals.

## 2.0 LICENSING

- 2.1 Every person in the Municipality who is the owner of a dog, shall immediately following the date that a dog comes into his or her possession, or where applicable, register the dog with the Corporation or its authorized agents and thereafter annually on or before the first day of February in each and every year, pay to the Corporation or its authorized agents, a license fee calculated in accordance with Schedule "A" attached to this by-law.
- 2.2 On payment of the license fee in accordance with subsection 2.1 of this section, the Corporation or its authorized agents, shall issue to each dog so registered, a serial numbered license tag and shall cause the name of the owner, his or her address, the name, breed, sex, color and age of the dog and the number of his or her license to be entered in a book to be kept for that purpose.
- 2.3 Every owner shall affix to his or her dog a license tag, consisting of a metallic plate having raised, cast or stamped thereon figures indicating the year of issuance, together with a number registered in the office of the Corporation; issued in accordance with subsection 2.2 of this section and shall keep such tag affixed to the dog at all times until a tag for the next year is purchased and so affixed.
- 2.4 Every license under this section shall expire on the 31<sup>st</sup> day of December following the date of issue.
- 2.5 The replacement fee for a lost license tag is set out in Schedule "A" to this by-law.
- 2.6 The licensing requirements of this by-law shall not apply to any dog



belonging to a non-resident of the municipality and kept within the municipality for no longer than thirty (30) days provided such dog shall, at all times while in the municipality, be kept within a building or be under restraint by the owner.

### **3.0 KENNELS**

- 3.1 Every person who owns, operates or conducts a kennel of pure bred dogs which are registered with the Canadian Kennel Club Incorporated pursuant to the Statutes of Ontario enacted in that behalf, shall pay to the Municipality of West Nipissing immediately following the 1<sup>st</sup> day of January in any year, a tax or license fee in accordance with Schedule "A".
- 3.2 Every person who owns, operates or conducts a boarding kennel shall pay to the Municipality immediately following the 1<sup>st</sup> day of January in any year, a license fee in accordance with Schedule "A", and it shall be the responsibility of the operator of the boarding kennel to see that all provisions of this by-law, including Section 2.1 are complied with.
- 3.3 If there is a change of ownership of a dog or kennel during the license year the owner may have the current license transferred to his name upon payment of a transfer fee as stated in Schedule "A".
- 3.4 Any new applicant for a kennel license not previously licensed must first obtain confirmation that the property location of such kennel complies with the requirements of the Municipality's zoning by-law. Notice of the application shall be given to all assessed owners of land lying within a 300 meter radius of the applicant's proposed kennel location. Property owners within this defined area shall be given the opportunity to approve or object to the granting of a kennel license. The granting of a license will be determined by Council.

### **4.0 RESTRICTIONS**

- 4.1 No more than two dogs shall be kept or permitted in or about a dwelling unit or any one suite in an apartment building within the limits of the Municipality.
- 4.2 This section does not apply to:
  - i) a licensed kennel
  - ii) a veterinary hospital
  - iii) a pet shop
  - iv) a pound
  - v) a newborn litter of dogs kept for a period of six to eight weeks from the date of birth

### **5.0 RUNNING AT LARGE**

- 5.1 The owner shall keep his or her dog under restraint at all times and shall not permit such dog to be off the premises or property of the owner unless under the control of a competent person.
- 5.2 No person shall allow or permit any dog of which he is the owner, to run at large within the limits of the Municipality.
- 5.3 A dog shall not be considered running at large if it is;
  - i) a guide dog
  - ii) Police work dog
  - iii) farm dog
- 5.4 Any dog running at large may be captured by a police constable or other duly appointed officer and delivered to the Animal Control Officer of the municipal pound.

- 5.5 Any person may capture any dog running at large and trespassing on his or her property and deliver same to the Animal Control Officer or the municipal pound.
- 5.6 An Animal Control Officer may enter on any public property, or private property with the consent of the owner or tenant, for the purpose of capturing any dog running at large.
- 5.7 While in a park, no person or owner or persons have in control of any dog, cat or domesticated wildlife shall;
  - a) allow it to run at large;
  - b) permit any dog, cat or domesticated wildlife to enter any municipal beach/waterfront area, swimming area, pond, garden, landscaped area or any other area posted to prohibit access, excluding a guide dog.
  - c) ensure that it is on a leash or chain not exceeding 6 feet in length;
  - d) pick up and remove forthwith excrement left by the dog, cat or domesticated wildlife and dispose of it in a receptacle for litter or in some other suitable container, excluding excrement from guide dogs.

## **6.0 IMPOUNDMENT**

- 6.1 Unlicensed dogs found running at large contrary to the provisions of this by-law shall be taken up by the agents of the Municipality and impounded in the animal shelter designated by Council, and there confined in a humane manner for a period of not less than three (3) days, and may thereafter be disposed of in a humane manner if not claimed by their owners. Dogs not claimed by their owners at the expiration of three (3) days, shall be placed or humanely disposed of by the Municipality except as hereinafter provided in the cases of certain animals.
- 6.2 Before a dog may be placed with a new owner in the Municipality, the owner will secure the necessary tag or tags and comply with the registration requirements of this by-law.
- 6.3 Immediately upon the impoundment of a dog, the agents of the Municipality shall make every reasonable effort to notify the owners of such dog impounded and inform such owners of the conditions whereby they can regain custody of such dog.
- 6.4 When dogs are impounded and are not claimed by their owners within the 3 days specified by this by-law, they shall become the property of the Municipality who may dispose of them to new owners who will agree to the conditions of this by-law.

## **7.0 REDEMPTION OF IMPOUNDED DOGS**

- 7.1 The owner shall be entitled to regain possession of any impounded dog except as hereinafter provided in the cases of certain dogs, upon compliance with the license provisions of Section 2.0 of this by-law and the payment of impoundment fees and other charges set forth herein by the Municipality, all applicable fines and costs in accordance to Schedule "B".
- 7.2 Any dog impounded under the provisions of this by-law and not reclaimed by its owner within 3 days, may be humanely destroyed by the Municipality, or placed in the custody of some person deemed to be a responsible and suitable owner, who will agree to comply with the provisions of this by-law.

## **8.0 CONFINEMENT OF CERTAIN DOGS AND ANIMALS**

- 8.1 The owner shall cause to be confined within a building or secure enclosure, dangerous or potentially dangerous dog(s) or other animal(s) and not take such dog out of such building or secure enclosure unless such dog is

securely muzzled. The owner of a dangerous or potentially dangerous dog, as declared by the municipality or its agent, shall obtain a liability insurance coverage of \$1,000,000.00 per occurrence and provide proof of coverage to the municipality.

- 8.2 The owner shall cause every female dog in heat to be kept confined in a building or secure enclosure or in a veterinary hospital or boarding kennel, in such manner that such female dog cannot come in contact with another dog, except for breeding purposes.
- 8.3 Any dog described in the foregoing subsections or Section 9 of this by-law found at large, shall be impounded at the shelter designated by the Municipality by its agent and may not be redeemed by owners, until after the proceedings with respect to the violation of this by-law have been disposed of by any court having jurisdiction.
- 8.4 When in the judgment of the Municipality or its agents, a dog should be destroyed for humane reasons, such dog may not be redeemed.

## **9.0 RABIES**

- 9.1 When deemed expedient, the Council of the Corporation of the Municipality of West Nipissing may declare a Municipality wide quarantine and a period of up to six months may be imposed and all other restrictions, rules and regulations pertaining to rabies may be imposed and will apply under the authority of the revised Statutes of Ontario.
- 9.2 When a dog is known to have bitten a person, the Medical Officer of Health may order the Animal Control Officer of the Corporation to confine the dog under supervised quarantine for a period not to exceed fourteen (14) days.

## **10.0 EXEMPTIONS**

- 10.1 Hospitals, clinics and other premises operated by licensed veterinarians for the care and treatment of animals are exempt from the provisions of this by-law except where such duties are expressly stated.
- 10.2 Every license fee and license tag issued by another municipality for the license year, shall be recognized as a license fee and license tag as issued by the Municipality of West Nipissing providing;
  - a) The owner notifies the Animal Control Officer of the date of issue of said license and license tag number and
  - b) The owner was a bona fide resident of said other municipality at the date of issue
  - c) The owner is now a bona fide resident of the Municipality of West Nipissing.

## **11.0 INVESTIGATION**

- 11.1 For the purpose of discharging the duties imposed by this by-law and to enforce its provisions, any police officer, or other officer appointed by the Municipality of West Nipissing for that purpose, or any agent of the Humane Society is empowered to enter upon any premises upon which a dog is kept or harbored and to demand the exhibition by the owner of such dog or the license of such dog. It is further provided that any agent of the Humane Society or aforementioned officer may enter the premises where any animal is kept in a reportedly cruel or inhumane manner and demand to examine such animal and to take possession of such animal when, in his opinion, it requires humane treatment.

**BY-LAW 2000/20**

**12.0 INTERFERENCE**

12.1 No person shall interfere with, hinder or molest any agent of the Municipality in the performance of any duty of such agent, or seek to release any animal in the custody of the Municipality aforesaid agents, except as herein provided.

**13.0 PENALTY**

13.1 Every person who contravenes any provision of this by-law is guilty of an offence and on conviction, is liable to a fine as provided for in the Provincial Offences Act.

**14.0 STOOP AND SCOOP**

14.1 Every dog owner shall forthwith remove and dispose of excrement left by their dog on any private or public property in the Municipality of West Nipissing.

**15.0 REPEALS**

15.1 By-law 99-27 relating to the keeping, licensing and regulating of dogs, in the Municipality of West Nipissing is hereby repealed.

**16.0 EXEMPTIONS**

16.1 Any dog owner may apply to have the licensing fee waived upon the production of a veterinary certificate showing his dog is electronically chipped for identification purposes. The owner will be required to pay the fee in accordance with Schedule "A".

That the following enumerated schedules shall form part of this by-law.

Schedule "A" Licensing Fees  
Schedule "B" Impoundment Fees  
Schedule "C" Set Fines

This by-law shall come into force and be effective from the day of passing thereof.

READ A FIRST TIME AND CONSIDERED READ A SECOND AND THIRD TIME  
AND PASSED AS SUCH IN OPEN COUNCIL THIS 16 DAY OF April 2000.

  
MAYOR

  
INTERIM CLERK

**COPY OF SCHEDULE "A" TO BY-LAW 2004/20  
AMENDING AND REPEALING SCHEDULE "A" TO BY-LAW 2000/20**

**LICENSING FEES**

For each dog	\$20.00
Surcharge if the dog tag is purchased on or after March 1 <sup>st</sup> of any year.	\$10.00
For each dog that has been micro-chipped (Must show certificate)	\$4.00
Replacement of lost tag	\$4.00
Private Kennel fee	\$100.00
Pure bred Kennel License fee	\$150.00
Board Kennel	\$150.00
Transfer of Kennel License	\$10.00

**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

**BY-LAW # 2000-20**

**SCHEDULE "B"**

**IMPOUNDMENT FEES**

1. Any dog impounded may be reclaimed by the owner  
Upon payment to the Corporation the sum of.....\$75.00



**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

**BY-LAW 2000/20**

**SCHEDULE "C"**

**PENALTIES**

Any person or persons guilty of an infraction of any of the provisions of this by-law, shall, upon conviction thereof before the Police Magistrate, or any Justice or Justices of the Peace in or for the Municipality of West Nipissing, forfeit and pay at the discretion of the said Police Magistrate, Justice or Justices convicting, a maximum fine exclusive of costs of \$500.00 for each offence and a minimum fine exclusive of costs for each offence as follows:

- (a) For allowing a female dog in heat to run at large a penalty of not less than \$200.00
- (b) For allowing a dog to run at large when contrary to this by-law a penalty of not less than \$100.00
- (c) For allowing a dog to run at large without a tag a penalty of not less than \$130.00
- (d) For harboring a dog not licensed in accordance with this by-law a penalty of not less than \$50.00 and on any subsequent notices within a calendar year, a fine of not less than \$100.00 and all such penalties shall be recoverable under the Summary Convictions Act of the Province of Ontario.
- (e) For harboring a dangerous or potentially dangerous animal not in accordance with the provisions of his by-law, a fine of not less than \$500.00
- (f) For failing to pick up the wastes from your dog, left on the property of others or public property, a fine of not less than \$100.00

**SCHEDULE "D"**

**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING  
PART 1 *PROVINCIAL OFFENCES ACT***

**By-law 2000-20, Regulate the running at large of dogs**

<b>ITEM</b>	<b>COLUMN 1 SHORT FORM WORDING</b>	<b>COLUMN 2 OFFENCE CREATING PROVISION</b>	<b>COLUMN 3 SET FINE (Include costs)</b>
1	Fail to register dog	Sec. 2.1	\$ 105.00
2	Fail to affix dog tag	Sec. 2.3	\$ 135.00
3	Operate kennel without licence (purebred)	Sec. 3.1	\$ 105.00
4	Operate kennel without licence (boarding kennel)	Sec. 3.2	\$ 105.00
5	Operate new kennel without complying with Municipality's zoning by-law	Sec. 3.4	\$ 105.00
6	Keep more than two dogs	Sec. 4.1	\$ 105.00
7	Fail to restrain dog	Sec. 5.1	\$ 105.00
8	Permit dog to run at large	Sec. 5.2	\$ 105.00
9	Running at large in park	Sec. 5.7 (a)	\$ 105.00
10	Allowing animal to enter park, beach/waterfront etc.	Sec. 5.7 (b)	\$ 105.00
11	Failing to keep domesticated wildlife on leach or chain while in park, beach/waterfront etc.	Sec. 5.7 (c)	\$ 105.00
12	Failing to pick up excrement left by domesticated wildlife in park, beach/waterfront, etc.	Sec. 5.7 (d)	\$ 105.00
13	Keep vicious dog not confined	Sec. 8.1	\$ 205.00
14	Keep bitch in heat not confined	Sec. 8.2	\$ 205.00
15	Interfere with, hinder or molest agent of Municipality in the performance of duty	Sec. 12.0	\$ 105.00
16	Fail to remove and dispose of excrement left by dog	Sec. 14.0	\$ 105.00

**NOTE:** Penalty provision for the offences indicated above is Section 13.0 of By-Law No. 2000/20 a certified copy of which has been filed.

OFFICE OF THE REGIONAL SENIOR JUSTICE  
REGIONAL SENIOR JUSTICE  
ONTARIO COURT OF JUSTICE  
NORTHEAST REGION

159 CEDAR STREET, SUITE 303  
SUDBURY, ONTARIO P3E 6A5



BUREAU DU JUGE PRINCIPAL RÉGIONAL  
JUGE PRINCIPAL RÉGIONAL  
COUR DE JUSTICE DE L'ONTARIO  
RÉGION DU NORD-EST

159, RUE CEDAR, PIÈCE 303  
SUDBURY (ONTARIO) P3E 6A5  
TELEPHONE/TÉLÉPHONE (705) 564-7624  
FAX/TÉLÉCOPIEUR (705) 564-7620

## PROVINCIAL OFFENCES ACT

### Part I

IT IS ORDERED pursuant to the provisions of the *Provincial Offences Act* and the rules for the Ontario Court of Justice, that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-Law No. 2000-20, of the Municipality of West Nipissing, attached hereto is the set fine, including costs, for those Offences. This Order is to take effect September 18, 2000.

Dated at Sudbury, this 18th day of September, 2000.

A handwritten signature in dark ink, appearing to read 'G. Normand Glaude'.

G. NORMAND GLAUDE  
REGIONAL SENIOR JUSTICE  
ONTARIO COURT OF JUSTICE

THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW NO. 2006/39

BEING A BY-LAW TO AMEND BY-LAW 2000/20, BEING A BY-LAW TO PROHIBIT OR REGULATE THE RUNNING AT LARGE OF DOGS, AND TO LICENSE AND REGULATE THE REGISTRATION OF DOGS

**WHEREAS** Section 11 (1) (9.) of the *Municipal Act, S.O. 2001*, authorizes a municipal council to pass a by-law respecting Animals;

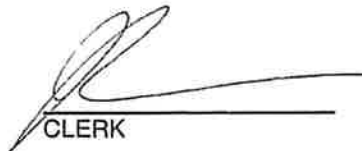
**AND WHEREAS** the Council for the Municipality of West Nipissing deems it expedient to amend By-law no. 2000/20 with respect to the licensing fees for Kennels;

**NOW THEREFORE THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING HEREBY ENACTS AS FOLLOWS:**

- 1) That by-law 2000/20 be amended as follows:
  - i) At Section 3.0 KENNELS, paragraph 3.2, remove the following wording: *"and it shall be the responsibility of the operator of the boarding kennel to see that all provisions of this by-law, including Section 2.1 are complied with."*
- 2) That *Schedule 'A'* to By-law 2000/20 be entirely repealed and replaced with *Schedule 'A'* attached hereto;
- 3) That *Schedule 'A'* attached hereto shall be made a part of this by-law and shall be construed herewith.
- 4) That by-law 2004/20, being a by-law to amend By-law 2000/20 with respect to the licensing fees for dog tags be repealed. *note*
- 5) That this by-law shall be effective on the day of the passing thereof.

**READ A FIRST TIME AND CONSIDERED READ A SECOND AND THIRD TIME AND PASSED AS SUCH IN OPEN COUNCIL THIS 18<sup>TH</sup> DAY OF APRIL, 2006.**

  
MAYOR

  
CLERK

**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

**SCHEDULE "A" TO BY-LAW 2006/39  
AMENDING SCHEDULE "A" TO BY-LAW 2000/20**

**LICENSING FEES**

For each dog	\$20.00
Surcharge if the dog tag is purchased on or after March 1 <sup>st</sup> of any year.	\$10.00
For each dog that has been micro-chipped (Must show certificate)	\$4.00
Replacement of lost tag	\$4.00
Private Kennel fee	\$ 50.00
Pure bred Kennel License fee	\$50.00
Board Kennel	\$ 50.00
Transfer of Kennel License	\$10.00

**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

**BY-LAW 2010/74**

**BEING A BY-LAW TO AMEND BY-LAW 2000/20, BEING A BY-LAW TO PROHIBIT  
OR REGULATE THE RUNNING AT LARGE OF DOGS, AND TO LICENSE AND  
REGULATE THE REGISTRATION OF DOGS**

**WHEREAS** Section 10. (1) of the *Municipal Act, 2001, SO 2001, c. 25* states that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

**AND WHEREAS** Section 10 (2) 9. of the *Municipal Act, 2001, SO 2001, c. 25* provides that a municipality may pass by-laws respecting animals;

**AND WHEREAS** Council deems it expedient to amend by-law 2000/20 with respect to the issuance of Kennel Operation Licenses;

**NOW THEREFORE THE CORPORATION OF THE MUNICIPALITY OF WEST  
NIPISSING ENACTS AS FOLLOWS:**

1. That by-law 2000/20 be amended as follows:
  - 1.1 At Section 3.0 **KENNELS** add:
    - 3.5 Any new applicant for a kennel not previously licensed shall complete the application form, attached hereto as Schedule 'E' and forming part of this By-law.
    - 3.6 Upon receipt of an application for a new kennel not previously licensed, the proposed kennel shall be inspected by the Animal Control Officer for the Municipality of West Nipissing and the results of the Officer's inspection shall be indicated on Schedule 'F' attached hereto and forming part of this By-law.
2. That the listing of the Schedules to by-law 2000/20 listed on page 7 be amended as follows:

Schedule 'A' -	Licensing Fees
Schedule 'B' -	Impoundment Fees
Schedule 'C' -	Penalties
Schedule 'D' -	Set Fines
Schedule 'E' -	Application for Kennel License
Schedule 'F' -	Check-list for Inspection of Kennel
3. That this by-law shall come into force and take effect on the day of the passing thereof.

**Enacted and passed this 5<sup>th</sup> day of October 2010 as witnessed by the Seal of the Corporation and the hands of its proper Officers.**

  
MAYOR

  
CLERK



BY-LAW 2010/74

BEING A BY-LAW TO AMEND BY-LAW 2000/20,  
BEING A BY-LAW TO PROHIBIT OR REGULATE THE RUNNING AT LARGE OF  
DOGS, AND TO LICENSE AND REGULATE THE REGISTRATION OF DOGS

SCHEDULE "E" TO BY-LAW 2000/20

**APPLICATION FOR KENNEL LICENCE**  
**DEMANDE DE LICENCE DE CHENIL**

<b>Name of applicant :</b> <b>Nom du demandeur :</b>		
<b>Address:</b> <b>Adresse:</b>		  
<b>Telephone #:</b> <i>No. de téléphone:</i>		
<b>E-Mail:</b> <i>Courriel:</i>		
<b>Address of Kennel if different from above:</b> <b>Adresse du Chenil s'il varie de l'adresse mentionné ci-haut</b>		  
<b>Distance of kennel from residence:</b> <b>Distance du chenil de la résidence:</b>		 
<b>ZONING OF PROPERTY / Zonage de la propriété:</b> (Must be verified with the West Nipissing Planning Department)		
<b>TYPE OF KENNEL :</b>		
Private Kennel: <input type="checkbox"/> Pure Bred Kennel : <input type="checkbox"/> Chenil privé: <input type="checkbox"/> Chenil pour races pures <input type="checkbox"/> Boarding Kennel: <input type="checkbox"/> Chenil de location		

Date: \_\_\_\_\_

Applicant/demandeur: \_\_\_\_\_

**BY-LAW 2010/74**

**BEING A BY-LAW TO AMEND BY-LAW 2000/20,  
BEING A BY-LAW TO PROHIBIT OR REGULATE THE RUNNING AT LARGE OF  
DOGS, AND TO LICENSE AND REGULATE THE REGISTRATION OF DOGS**

**SCHEDULE "F" TO BY-LAW 2000/20**

**CHECK-LIST FOR INSPECTION OF KENNEL**

	ITEM CONDITION	ACCEPTABLE Yes or No		RECOMMENDATION (see below if required)
1	Overall condition of kennel			
2	Ventilation & light			
3	Temperature levels			
4	Cleanliness of premises			
5	Condition of cages, pens, etc.			
6	Food and water : Schedule of feedings Type of food served			
7	Indoor, outdoor or group housing			
8	Outdoor exercise area			
9	Whelping facilities			

**Recommendations:**

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\_\_\_\_\_  
Date inspected

\_\_\_\_\_  
Animal Control Officer carrying out inspection

\_\_\_\_\_  
Date of second inspection (if required)

\_\_\_\_\_  
Animal Control Officer carrying out inspection

Kennel Licence approved on \_\_\_\_\_, 20\_\_\_\_.



**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

**BY-LAW 2017/58**

**BEING A BY-LAW TO AMEND BY-LAW 2000/20, BEING A BY-LAW  
TO PROHIBIT OR REGULATE THE RUNNING AT LARGE OF DOGS, AND  
TO LICENSE AND REGULATE THE REGISTRATION OF DOGS**

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**WHEREAS** Section 10(2)9 of the *Municipal Act, 2001*, SO 2001, c. 25 provides that a municipality may pass by-laws respecting animals;

**AND WHEREAS** Council deems it expedient to amend by-law 2000/20 with respect increasing the fines for improper disposal of animal excrement;

**NOW THEREFORE THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:**

1. That the Set Fines - Schedule "D" of By-Law 2000/20 be repealed and replaced with the attached amended Set Fines - Schedule "D";
2. That this by-law shall come into force and take effect on the day of the passing thereof.

**ENACTED AND PASSED THIS 20<sup>th</sup> DAY OF JUNE, 2017 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

JOANNE SAVAGE  
MAYOR

MELANIE DUCHARME  
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

REVISED : JUNE 2017

**DOGS BY-LAW**  
**SCHEDULE "D" TO BY-LAW 2000/20, AS AMENDED**

➤➤ **SET FINE SCHEDULE - PART 1 PROVINCIAL OFFENCES ACT**

ITEM	COLUMN 1 SHORT FORM WORDING	COLUMN 2 PROVISION CREATING OR DEFINING OFFENCE	COLUMN 3 SET FINES
1	Fail to register dog	Sec. 2.1	\$ 105.00
2	Fail to affix dog tag	Sec. 2.3	\$ 135.00
3	Operate kennel without licence (purebred)	Sec. 3.1	\$ 105.00
4	Operate kennel without licence (boarding kennel)	Sec. 3.2	\$ 105.00
5	Operate new kennel without complying with Municipality's zoning by-law	Sec. 3.4	\$ 105.00
6	Keep more than two dogs	Sec. 4.1	\$ 105.00
7	Fail to restrain dog	Sec. 5.1	\$ 105.00
8	Permit dog to run at large	Sec. 5.2	\$ 105.00
9	Running at large in park	Sec. 5.7 (a)	\$ 105.00
10	Allowing animal to enter park, beach / waterfront etc.	Sec. 5.7 (b)	\$ 105.00
11	Failing to keep dog, cat or domesticated wildlife on leash or chain while in park, beach / waterfront etc.	Sec. 5.7 (c)	\$ 105.00
12	Failing to pick up excrement left by dog, cat or domesticated wildlife in park, beach / waterfront, etc.	Sec. 5.7 (d)	\$ 150.00
13	Keep vicious dog unconfined	Sec. 8.1	\$ 205.00
14	Keep bitch in heat unconfined	Sec. 8.2	\$ 205.00
15	Interfere with, hinder or molest agent of Municipality in the performance of duty	Sec. 12.0	\$ 105.00
16	Fail to remove and dispose of excrement left by dog	Sec. 14.0	\$ 150.00

**NOTE:** Penalty provision for the offences indicated above is Section 13.0 of By-Law No. 2000/20, as amended, a certified copy of which has been filed.

# MEMORANDUM

**TO:** Mayor and Council

**AND TO:**

**FROM:** Alisa Craddock CPA, CMA Director of Corporate Services/Treasurer

**DATE:** September 27, 2019

**RE:** Community Safety and Wellbeing Plan

## Highlights

Bill 175, Safer Ontario Act, 2018 received Royal Assent on March 8, 2018. The Police Services Act, 2018, included under the umbrella of Bill 175, includes new requirements for municipal councils to prepare and adopt a community safety and well-being (CSWB) Plan. The Plan must identify risk factors and strategies to reduce identified priority risks to support and enhance community safety and well-being. The Ministry of Community Safety and Correctional Services defines community safety and well-being as the ideal state of a sustainable community where everyone is safe, has a sense of belonging, opportunities to participate, and where individuals and families are able to meet their needs for education, health care, food, housing, income, and social and cultural expression.

This legislative requirement came into force on January 1, 2019 and municipalities have two years from this date to prepare and adopt a plan. The legislative requirements for the CSWB Plan include,

- Be prepared and adopted by Council by January 1, 2021;
- Identify and prioritize community risk factors;
- Identify strategies to reduce the prioritized risk factors;
- Include a sustainable system to monitor, evaluate and report on the effect of the Plan;
- Be reviewed and revised at regular intervals; and,
- Be supported by an advisory committee with legislated membership

The advisory committee must, at a minimum, consist of the following members:

- A person who represents local health integration networks (LHINs) or health/mental health services;
- A person who represents educational services providers;
- A person who represents community or social services providers;
- A person who represents community or social services providers to children or youth in the municipality;
- A person who represents custodial services providers to children or youth in the municipality;
- An employee of the municipality or a member of the municipal council;
- A person who represents the police service board or a detachment commander or delegate;

# Joie de vivre



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- The chief of police of a police service that provides policing in the area or delegate; and,
- Any other prescribed persons.

A single person can satisfy the requirements of more than one section.

The Plan must be evidence based and explore the four areas of focus are identified in the CSWB Planning Framework

- Incident Response
- Risk Intervention
- Prevention
- Social Development

Decisions regarding what priority areas to tackle first through the Plan are part of the development of the Plan itself and will reflect the available data, expertise of member organizations and in consultation with the public on current and future risks to the safety and well-being of the community.

Single tier municipalities must adopt a CSWB Plan; however, municipalities may develop joint plans with surrounding municipalities or First Nation communities. The development of a plan is a complex undertaking which will require dedicated, evidence-based research, and focused effort to work inclusively with partners including the public. Resources will be required to facilitate the Plan development and related public consultations, collect and analyze data, and ensure alignment, project management, and coordinate internal and external stakeholders.

### **Getting Started**

Council attended webinars and in-person training from the Ministry of Solicitor General. A brief overview (Community Safety and Well-Being Planning in Ontario) is attached for review. Examples of local CSWB Plans are included at the end of the presentation. These Plans were developed prior to the new legislation but provide an idea of the approaches and strategies used. A Ministry prepared Frequently Asked Questions is also included. Resource documents are available from the Ministry of Solicitor General's website.

The Ministry has been a strong advocate for "don't reinvent the wheel" and collaboration when it makes sense. The Municipality is served by partner agencies that also support a number of surrounding communities. Initial considerations for the Municipality include:

- Who needs to be involved, both within the legislative requirements and above the legislative requirements?
- Are there enough similarities with surrounding communities to explore the option of a single plan?
- Is there an opportunity to engage with First Nation partner communities?
- Is there a champion and coordinator(s) available through the Municipality or its partners?



Also attached are the Terms of Reference from Thunder Bay. Thunder Bay has established a Crime Prevention Council (CPC) that includes the legislative advisory committee plus additional community partners. The CPC is tasked with preparing the CSWB Plan. These terms of reference are an example of next steps, after establishing an advisory committee, and illustrate some of the broader potential partnerships and deliverables.

**Frequently Asked Questions: New Legislative Requirements related to  
Mandating Community Safety and Well-Being Planning**

**1) What is community safety and well-being (CSWB) planning?**

CSWB planning involves taking an integrated approach to service delivery by working across a wide range of sectors, agencies and organizations (including, but not limited to, local government, police services, health/mental health, education, social services, and community and custodial services for children and youth) to proactively develop and implement evidence-based strategies and programs to address local priorities (i.e., risk factors, vulnerable groups, protective factors) related to crime and complex social issues on a sustainable basis.

The goal of CSWB planning is to achieve the ideal state of a sustainable community where everyone is safe, has a sense of belonging, access to services and where individuals and families are able to meet their needs for education, health care, food, housing, income, and social and cultural expression.

**2) Why is CSWB planning important for every community?**

CSWB planning supports a collaborative approach to addressing local priorities through the implementation of programs/strategies in four planning areas, including social development, prevention, risk intervention and incident response. By engaging in the CSWB planning process, communities will be able to save lives and prevent crime, victimization and suicide.

Further, by taking a holistic approach to CSWB planning it helps to ensure those in need of help receive the right response, at the right time, and by the right service provider. It will also help to improve interactions between police and vulnerable Ontarians by enhancing frontline responses to those in crisis.

To learn more about the benefits of CSWB planning, please see Question #3.

**3) What are the benefits of CSWB planning?**

CSWB planning has a wide-range of positive impacts for local agencies/organizations and frontline service providers, as well as the broader community, including the general public. A few key benefits are highlighted below:

- Enhanced communication and collaboration among sectors, agencies and organizations;
- Transformation of service delivery, including realignment of resources and responsibilities to better respond to priorities and needs;
- Increased understanding of and focus on local risks and vulnerable groups;
- Ensuring the appropriate services are provided to those individuals with complex needs;
- Increased awareness, coordination of and access to services for community members and vulnerable groups;
- Healthier, more productive individuals that positively contribute to the community; and
- Reducing the financial burden of crime on society through cost-effective approaches with significant return on investments.

**4) When will the new legislative requirements related to CSWB planning come into force and how long will municipalities have to develop a plan?**

The new legislative requirements related to CSWB planning came into force on January 1, 2019, as an amendment to the *Police Services Act, 1990* (PSA), and municipalities have two years from this date to develop and adopt a plan (i.e., by January 1, 2021). The CSWB planning provisions are outlined in Part XI of the PSA.

This timeframe was based on learnings and feedback from the eight pilot communities that tested components of the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet (see Question #33 for more information on the pilot communities).

In the circumstance of a joint plan, all municipalities involved must follow the same timeline to prepare and adopt their first CSWB plan (see Question #10 for more information on joint plans).

**5) What are the main requirements for the CSWB planning process?**

A CSWB plan must include the following core information:

- Local priority risk factors that have been identified based on community consultations and multiple sources of data, such as Statistics Canada and local sector-specific data;
- Evidence-based programs and strategies to address those priority risk factors; and
- Measurable outcomes with associated performance measures to ensure that the strategies are effective and outcomes are being achieved.

As part of the planning process, municipalities are required to establish an advisory committee inclusive of, but not limited to, representation from the local police service board, as well as the Local Health Integration Networks or health/mental health services, educational services, community/social services, community services to children/youth and custodial services to children/youth.

Further, municipalities are required to conduct consultations with the advisory committee, members of public, including youth, members of racialized groups and of First Nations, Métis and Inuit communities, as well as community organizations that represent these groups.

To learn more about CSWB planning, please refer to the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet. The booklet contains practical guidance on how to develop a plan, including a sample CSWB plan.

**6) Who is responsible for developing a CSWB plan?**

As per the PSA, the responsibility to prepare and adopt a CSWB plan applies to:

- Single-tier municipalities;
- Lower-tier municipalities in the County of Oxford and in counties; and
- Regional municipalities, other than the County of Oxford.

First Nations communities are also being encouraged to undertake the CSWB planning process but are not required to do so by the legislation.

**7) Are the lower-tier municipalities within a region also required to develop a local CSWB plan?**

In the case of regional municipalities, the obligation to prepare and adopt a CSWB plan applies to the regional municipality, not the lower-tier municipalities within the region. Further, the lower-tier municipalities are not required to formally adopt the regional plan (i.e., by resolution from their municipal council).

However, there is nothing that would prohibit any of the lower-tier municipalities within a region from developing and adopting their own CSWB plan, if they choose, but it would be outside the legislative requirements outlined in the PSA.

**8) Why is the Government of Ontario mandating CSWB planning to the municipality?**

CSWB planning is being mandated to municipalities to ensure a proactive and integrated approach to address local crime and complex social issues on a sustainable basis. Municipalities will have a leadership role in identifying their local priority risks in the community and addressing these risks through evidence-based programs and strategies, focusing on social development, prevention and risk intervention.

It is important to remember that while the municipality is designated the lead of CSWB planning, developing and implementing a CSWB plan requires engagement from all sectors.

**9) If a band council decides to prepare a CSWB plan, do they have to follow all the steps outlined in legislation (e.g., establish an advisory body, conduct engagement sessions, publish, etc.)?**

First Nations communities may choose to follow the process outlined in legislation regarding CSWB planning but are not required to do so.

**10) Can municipalities create joint plans?**

Yes, municipalities can create a joint plan with other municipalities and/or First Nation band councils. The same planning process must be followed when municipalities are developing a joint plan.

**11) What is the benefit of creating a joint plan (i.e., more than one municipal council and/or band council) versus one plan per municipality?**

It may be of value to collaborate with other municipalities and/or First Nations communities to create the most effective CSWB plan that meets the needs of the area. For example, if many frontline service providers deliver services across neighbouring municipalities or if limited resources are available within a municipality to complete the planning process, then municipalities may want to consider partnering to create a joint plan that will address the unique needs of their area. Additionally, it may be beneficial for smaller municipalities to work together with other municipal councils to more effectively monitor, evaluate and report on the impact of the plan.

**12) When creating a joint plan, do all municipalities involved need to formally adopt the plan (i.e., resolution by council)?**

Yes, as prescribed in legislation, every municipal council shall prepare, and by resolution, adopt a CSWB plan. The same process must be followed for a joint CSWB plan (i.e., every municipality involved must pass a resolution to adopt the joint plan).

**13) What are the responsibilities of an advisory committee?**

The main role of the advisory committee is to bring various sectors' perspectives together to provide strategic advice and direction to the municipality on the development and implementation of their CSWB plan.

Multi-sectoral collaboration is a key factor to successful CSWB planning, as it ensures an integrated approach to identifying and addressing local priorities. An ideal committee member should have enough knowledge about their respective sector to identify where potential gaps or duplication in services exist and where linkages could occur with other sectors. The committee member(s) should have knowledge and understanding of the other agencies and organizations within their sector, and be able to leverage their expertise if required.

**14) Who is required to participate on the advisory committee?**

As prescribed in legislation, an advisory committee, at a minimum, must include the following members:

- A person who represents
  - the local health integration network, or
  - an entity that provides physical or mental health services
- A person who represents an entity that provides educational services;
- A person who represents an entity that provides community or social services in the municipality, if there is such an entity;
- A person who represents an entity that provides community or social services to children or youth in the municipality, if there is such an entity;
- A person who represents an entity that provides custodial services to children or youth in the municipality, if there is such an entity;
- An employee of the municipality or a member of municipal council
- A representative of a police service board or, if there is no police service board, a detachment commander of the Ontario Provincial Police (or delegate)

As this is the minimum requirement, municipalities have the discretion to include additional representatives from key agencies/organizations on the advisory committee if needed. Consideration must also be given to the diversity of the population in the municipality to ensure the advisory committee is reflective of the community.

As a first step to establishing the advisory committee, a municipality may want to explore leveraging existing committees or groups with similar multi-sectoral representation and mandates to develop the advisory committee or assist in the selection process.

**15) Why isn't a representative of the police service required to participate on the advisory committee?**

The requirement for a representative of the police service board to be part of the advisory committee is to ensure accountability and decision-making authority in regards to CSWB planning. However, under the legislation a police service board/detachment commander would have the local discretion to delegate a representative of the police service to take part in the advisory committee on their behalf.

In addition, the legislation outlines the minimum requirement for the membership of the advisory committee and therefore it is at the local discretion of the municipality to include additional members, such as police service representatives, should they decide.

**16) What is meant by a representative of an entity that provides custodial services to children or youth?**

In order to satisfy the requirement for membership on the advisory committee, the representative must be from an organization that directly provides custodial services to children/youth as defined under the *Youth Criminal Justice Act* (YCJA). The definition of youth custody facility in the YCJA is as follows:

- *A facility designated under subsection 85(2) for the placement of young persons and, if so designated, includes a facility for the secure restraint of young persons, a community residential centre, a group home, a child care institution and a forest or wilderness camp. (lieu de garde)*

The member must represent the entity that operates the youth custodial facility, not just provide support services to youth who might be in custody.

It is also important to note that, under the legislation, if a municipality determines that there is no such entity within their jurisdiction, the requirement does not apply.

**17) How does a member of the advisory committee get selected?**

The municipal council is responsible for establishing the process to identify membership for the advisory committee and has discretion to determine what type of process they would like to follow to do so.

**18) In creating a joint plan, do you need to establish more than one advisory committee?**

No, regardless of whether the CSWB plan is being developed by one or more municipal councils/band councils, there should only be one corresponding advisory committee.

At a minimum, the advisory committee must include representation as prescribed in legislation (refer to Question #14 for more detail). In terms of creating a joint CSWB plan, it is up to the participating municipal councils and/or First Nation band councils to determine whether they want additional members on the advisory committee, including more than one representative from the prescribed sectors.

**19) Who does a municipality have to consult with in the development of a CSWB plan? What sources of data do municipalities need to utilize to develop a CSWB plan?**

In preparing a CSWB plan, municipal council(s) must, at a minimum, consult with the advisory committee and members of the public, including youth, members of racialized groups, First Nations, Inuit and Métis communities and community organizations that represent these groups.

To learn more about community engagement, refer to the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet which includes a tool on engaging the community. The booklet also includes resources which help to guide municipalities in their engagement with seniors, youth and Indigenous partners, as these groups are often identified as vulnerable.

In addition to community engagement sessions, data from Statistics Canada and local sector-specific data (e.g., police data, hospital data, education data, etc.) should also be utilized to assist in identifying local priorities. Municipalities and planning partners are encouraged to leverage resources that already exist in the community, including data from their multi-sectoral partners or existing local plans, strategies or initiatives that could inform their CSWB plan (e.g., Neighbourhood Studies, Community Vital Signs Reports, Public Safety Canada's Crime Prevention Inventory, etc.).

Further, the Ministry of Community Safety and Correctional Services also offers the Risk-driven Tracking Database free of charge to communities that have implemented multi-sectoral risk intervention models, such as Situation Tables. The Risk-driven Tracking Database provides a standardized means to collect data about local priorities and evolving trends, which can be used to help inform the CSWB planning process. To learn more about the Risk-driven Tracking Database, please contact [SafetyPlanning@Ontario.ca](mailto:SafetyPlanning@Ontario.ca).

**20) What is the best way to get members of your community involved in the CSWB planning process?**

There are a variety of ways community members can become involved in the planning process, including:

- Attending meetings to learn about CSWB planning and service delivery;
- Volunteering to support local initiatives that improve safety and well-being;
- Talking to family, friends and neighbours about how to make the community a better place;
- Sharing information with CSWB planners about risks that you have experienced, or are aware of in the community;
- Thinking about existing services and organizations that you know about in the community, and whether they are successfully providing for your/the community's needs;
- Identifying how your needs are being met by existing services, and letting CSWB planners know where there are gaps or opportunities for improvement;
- Sharing your awareness of available services, supports and resources with family, friends and neighbours to make sure people know where they can turn if they need help; and
- Thinking about the results you want to see in your community in the longer-term and sharing them with CSWB planners so they understand community priorities and expectations.

## **21) What happens if some sectors or agencies/organizations don't want to get involved?**

Given that the advisory committee is comprised of multi-sectoral partners, as a first step, you may want to leverage their connections to different community agencies/organizations and service providers.

It is also important that local government and other senior public officials champion the cause and create awareness of the importance of undertaking the planning process to identify and address local priority risks.

Lastly, if after multiple unsuccessful attempts, it may be of value to reach out to ministry staff for suggestions or assistance at: [SafetyPlanning@ontario.ca](mailto:SafetyPlanning@ontario.ca).

## **22) Are there requirements for municipalities to publish their CSWB plan?**

The PSA includes regulatory requirements for municipalities related to the publication of their CSWB plans. These requirements include:

- Publishing a community safety and well-being plan on the Internet within 30 days after adopting it.
- Making a printed copy of the CSWB plan available for review by anyone who requests it.
- Publishing the plan in any other manner or form the municipality desires.

## **23) How often do municipalities need to review and update their CSWB plan?**

A municipal council should review and, if necessary, update their plan to ensure that the plan continues to be reflective of the needs of the community. This will allow municipalities to assess the long-term outcomes and impacts of their strategies as well as effectiveness of the overall plan as a whole. Municipalities are encouraged to align their review of the plan with relevant local planning cycles and any other local plans (e.g., municipal strategic plans, police services' Strategic Plan, etc.). Requirements related to the reviewing and updating of CSWB plans may be outlined in regulation in the future.

## **24) How will municipalities know if their CSWB plan is effective?**

As part of the CSWB planning process, municipalities must identify measurable outcomes that can be tracked throughout the duration of the plan. Short, intermediate and longer-term performance measures need to be identified and collected in order to evaluate how effective the plan has been in addressing the priority risks, and creating positive changes in the community.

In the planning stage, it is important to identify the intended outcomes of activities in order to measure progress towards addressing those pre-determined priority risks. This can be done through the development of a logic model and performance measurement framework. Some outcomes will be evident immediately after activities are implemented and some will take more time to achieve. The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet provides a resource on performance measurement, including how to develop a logic model.

Municipalities are required to regularly monitor and update their plan, as needed, in order to ensure it continues to be reflective of local needs and it is meeting the intended outcomes.



## **25) How will the ministry monitor the progress of a local CSWB plan?**

New legislation identifies that a municipality is required to provide the Minister of Community Safety and Correctional Services with any prescribed information related to (upon request):

- The municipality's CSWB plan, including preparation, adoption or implementation of the plan;
- Any outcomes from the municipality's CSWB plan; and
- Any other prescribed matter related to the CSWB plan.

Additional requirements related to monitoring CSWB plans may be outlined in regulation in the future.

## **26) How does a municipality get started?**

To get the CSWB planning process started, it is suggested that communities begin by following the steps outlined below:

### **a) Demonstrate Commitment at the Highest Level**

- Demonstrate commitment from local government, senior public officials, and, leadership within multi-sectoral agencies/organizations to help champion the process (i.e., through council resolution, assigning a CSWB planning coordinator, realigning resources, etc.).
- Establish a multi-sector advisory committee with, but not limited to, representation from the sectors prescribed by the legislation.
- Leverage existing partnerships, bodies and strategies within the community.

### **b) Establish Buy-In from Multi-sector Partners**

- Develop targeted communication materials (e.g., email distribution, flyers, memos, etc.) to inform agencies/organizations and the broader public about the legislative requirement to develop a CSWB plan and the planning process, and to keep community partners engaged.
- Engage with partnering agencies/organizations to ensure that all partners understand their role in making the community a safe and healthy place to live.
- Distribute the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet to all those involved and interested in the planning process.

Once the advisory committee has been established and there is local buy-in, municipalities should begin engaging in community consultations and collecting multi-sectoral data to identify local priority risks. For more information on the CSWB planning process, please refer to the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet.

## **27) What happens if a municipality does not develop a CSWB plan?**

Where a municipality intentionally and repeatedly fails to comply with its CSWB obligations under the legislation, the Minister of Community Safety and Correctional Services may appoint a CSWB planner at the expense of the municipality. The appointed planner has the right to exercise any powers of the municipal council that are required to prepare a CSWB plan that the municipality must adopt.

This measure will help ensure that local priorities are identified so that municipalities can begin addressing risks and create long-term positive changes in the community.

## **28) What if municipalities don't have the resources to undertake this exercise?**

Where capacity and resources are limited, municipalities have the discretion and flexibility to create joint plans with other municipalities and First Nation band councils. By leveraging the assets and strengths across neighbouring municipalities/First Nations communities, municipalities can ensure the most effective CSWB plan is developed to meet the needs of the area.

CSWB planning is not about reinventing the wheel – but rather recognizing the work already being made within individual agencies and organizations and build from their progress. Specifically, CSWB planning is about utilizing existing resources in a more innovative, effective and efficient way. Municipalities are encouraged to use collaboration to do more with existing resources, experience and expertise. The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet provides a resource on asset mapping to help communities identify existing strengths and resources that could be leverage during the planning process.

In addition, the ministry offers a number of different grant programs that are mostly available to police services to support crime prevention and CSWB initiatives. Please visit the ministry's website for additional information on available grant programs:

<http://www.mcscs.jus.gov.on.ca/english/Policing/ProgramDevelopment/PSDGrantsandInitiatives.html>

Funding programs are also offered by the federal government's Public Safety department. For more information on their programs and eligibility, please visit <https://www.publicsafety.gc.ca/cnt/cntrng-crm/crm-prvntn/fndng-prgrms/index-en.aspx>.

## **29) How will the ministry support municipalities and First Nation band councils with CSWB planning?**

As part of the work to develop a modernized approach to CSWB, the ministry has developed a series of booklets to share information and better support municipalities, First Nations communities and their partners with their local CSWB efforts.

Specifically, the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet consists of the CSWB Planning Framework as well as a toolkit of practical guidance documents to support communities and their partners in developing and implementing local plans. The booklet also includes resources that can guide municipalities on their engagement with vulnerable groups such as seniors, youth and Indigenous partners. This booklet can be accessed online at: <https://www.mcscs.jus.gov.on.ca/english/Publications/MCSCSSOPanningFramework.html>.

The other two booklets developed as part of the series includes:

- **Crime Prevention in Ontario: A Framework for Action** – this booklet sets the stage for effective crime prevention and CSWB efforts through evidence and research – <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec157730.pdf>.
- **Community Safety and Well-Being in Ontario: A Snapshot of Local Voices** – this booklet shares learnings about CSWB challenges and promising practices from several communities across Ontario – <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec167634.pdf>.

Another resource that communities can utilize is the *Guidance on Information Sharing in Multi-sectoral Risk Intervention Models* document (available on the ministry website - <http://www.mcscs.jus.gov.on.ca/english/Publications/PSDGuidanceInformationSharingMultisectoralRiskInterventionModels.html>). This document was developed by the ministry and supports the CSWB Planning Framework by outlining best practices for professionals sharing information in multi-sectoral risk intervention models (e.g., Situation Tables).

Further, the ministry also offers the Risk-driven Tracking Database which provides a standardized means of gathering de-identified information on situations of elevated risk for communities implementing multi-sectoral risk intervention models, such as Situation Tables. It is one tool that can help communities collect data about local priorities and evolving trends to assist with the CSWB planning process.

Lastly, ministry staff are also available to provide direct support to communities in navigating the new legislation related to CSWB planning through interactive presentations and webinars. For more information on arranging CSWB planning presentations and webinars, please contact [SafetyPlanning@ontario.ca](mailto:SafetyPlanning@ontario.ca).

For information on funding supports, please see Question #31.

### **30) What is the ministry doing to support Indigenous communities with CSWB planning?**

Although First Nations communities are not required by legislation to develop CSWB plans, the ministry continues to encourage these communities to engage in this type of planning.

Recognizing the unique perspectives and needs of Indigenous communities, the ministry has worked with its Indigenous and community partners to develop an additional resource to assist municipalities in engaging with local Indigenous partners as part of their municipally-led CSWB planning process (refer to Appendix D of the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet).

The ministry is also continuing to work with First Nations community partners to identify opportunities to better support First Nations communities in developing and implementing their own CSWB plans.

### **31) Will any provincial funding be made available to support local CSWB planning?**

The ministry currently offers different grant programs that are mostly available to police services, in collaboration with community partners, which could be leveraged for implementing programs and strategies identified in a local CSWB plan.

The Government of Ontario is currently in the process of reviewing expenditures to inform service delivery planning as part of the multi-year planning process. In support of this work, the ministry is reviewing its grant programs to focus on outcomes-based initiatives that better address local CSWB needs, and provide municipalities, community and policing partners with the necessary tools and resources to ensure the safety of Ontario communities.

The ministry will continue to update municipal, community and policing partners regarding any changes to our grant programs.

### 32) What is Ontario's modernized approach to CSWB?

Over the past several years, the ministry has been working with its inter-ministerial, community and policing partners to develop a modernized approach to CSWB that addresses crime and complex social issues on a more sustainable basis. This process involved the following phases:

- Phase 1 – raising awareness, creating dialogue and promoting the benefits of CSWB to Ontario communities through the development of the ***Crime Prevention in Ontario: A Framework for Action*** booklet, which was released broadly in 2012. The booklet is available on the ministry's website: <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec157730.pdf>
- Phase 2 – the strategic engagement of various stakeholders across the province, including the public. This phase concluded in November 2014, with the release of the ***Community Safety and Well-Being in Ontario: A Snapshot of Local Voices*** booklet. This booklet highlights feedback from the engagement sessions regarding locally-identified CSWB challenges and promising practices. The Snapshot of Local Voices is also available on the ministry's website: <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec167634.pdf>
- Phase 3 – the development of the third booklet entitled ***Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario***, which was released in November 2017. The booklet consists of the Community Safety and Well-Being Planning Framework (Framework) and toolkit of practical guidance documents to assist communities in developing and implementing local CSWB plans. The Framework encourages communities to work collaboratively across sectors to identify local priority risks to safety and well-being and implement evidence-based strategies to address these risks, with a focus on social development, prevention and risk intervention. The Framework also encourages communities to move towards preventative planning and making investments into social development, prevention and risk intervention in order to reduce the need for and investment in and sole reliance on emergency/incident response. This booklet is available on the ministry's website: <https://www.mcscs.jus.gov.on.ca/english/Publications/MCSCSSOPanningFramework.html>.

### 33) Was the CSWB planning process tested in advance of provincial release?

The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet was developed using evidence-based research, as well as practical feedback from the eight pilot communities that tested components of the Framework and toolkit prior to public release. Further, learnings from on-going community engagement sessions with various urban, rural, remote and Indigenous communities have also been incorporated. The booklet was also reviewed by the ministry's Inter-ministerial CSWB Working Group, which consists of 10 Ontario ministries and Public Safety Canada, to further incorporate multi-sectoral input and perspectives. As a result, this process helped to ensure that the booklet is a useful tool that can support communities as they move through the CSWB planning process.

### 34) What is a risk factor?

Risk factors are negative characteristics and/or conditions present in individuals, families, communities, or society that may increase social disorder, crime or fear of crime, or the likelihood of harm or victimization to persons or property in a community.

A few examples of risk factors include:

- Risk Factor: Missing School – truancy
  - Definition: has unexcused absences from school without parental knowledge
- Risk Factor: Poverty – person living in less than adequate financial situation
  - Definition: current financial situation makes meeting the day-to-day housing, clothing or nutritional needs, significantly difficult
- Risk Factor: Sexual Violence – person victim of sexual violence
  - Definition: has been the victim of sexual harassment, humiliation, exploitation, touching or forced sexual acts

Municipalities and First Nations communities have local discretion to address the risks that are most prevalent in their communities as part of their CSWB plans, which should be identified through consultation with the community and by utilizing/leveraging multiple sources of data.

The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet includes a list of risk factors and their associated definitions to assist communities in identifying and prioritizing their local priority risks.

Ministry of the Solicitor General

# ***Community Safety and Well-Being Planning in Ontario***

Canadian Municipal Network on Crime Prevention –  
Central Region Training (Richmond Hill)

Public Safety Division

Thursday July 11, 2019

# Purpose

- To provide an overview of the new legislative requirements related to mandating community safety and well-being (CSWB) planning under the current *Police Services Act*.
- To provide an overview of Ontario's modernized approach to CSWB planning, including:
  - ✓ the CSWB Planning Framework; and
  - ✓ the CSWB planning process.

# **Part A: Mandating CSWB Planning**



# Mandating CSWB Planning

- New legislative amendments outlined under Part XI, Section 143 of the current *Police Services Act* (1990) mandates every municipal council to prepare and adopt a CSWB plan.
  - ✓ First Nation band councils are encouraged to engage in CSWB planning but will not be required to do so by legislation.
- This new legislative requirement for CSWB planning came into force on January 1, 2019, and municipalities have two years from this date to prepare and adopt a plan (i.e., by January 1, 2021) [s. 143 (3)].
- Under the legislation [s. 4 (1)], the responsibility to prepare and adopt a CSWB plan applies to:
  - ✓ single-tier municipalities;
  - ✓ lower-tier municipalities in the County of Oxford and in counties; and
  - ✓ regional municipalities, other than the County of Oxford.
- Municipalities have the discretion and flexibility to develop joint plans with surrounding municipalities or First Nation communities [s.143 (2)].

# Mandating CSWB Planning (cont'd)

Additional legislative requirements related to CSWB planning include:

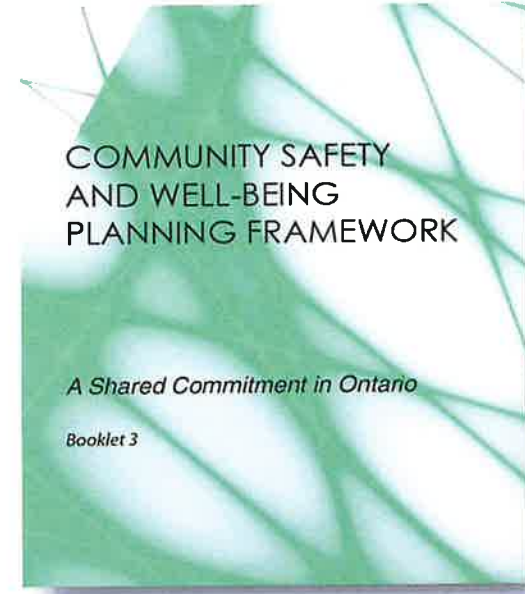
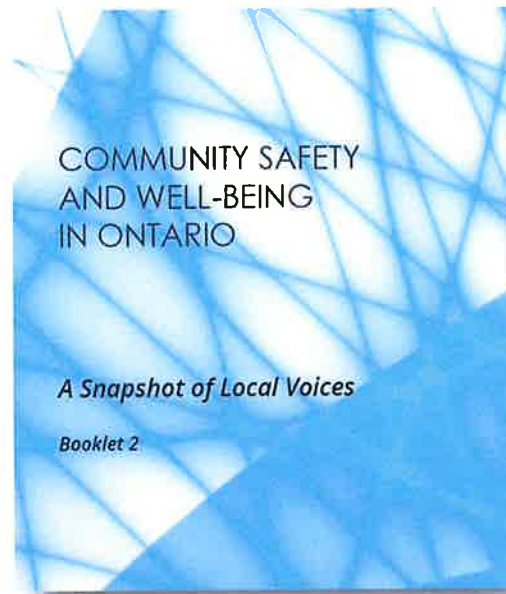
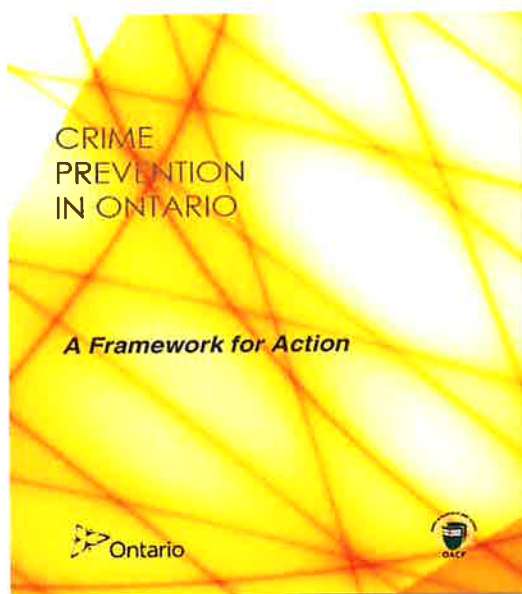
- Establishing a multi-sectoral advisory committee, including representatives from, but not limited to [s. 145 (3)]:
  - ✓ LHINs or health/mental health services;
  - ✓ Educational services;
  - ✓ Community/social services (if there is such an entity);
  - ✓ Community/social services to children or youth (if there is such an entity);
  - ✓ Custodial services to children or youth (if there is such an entity);
  - ✓ Municipal council member or municipal employee;
  - ✓ The police service board or a detachment commander (or delegate);
  - ✓ The chief of police of a police service that provides policing in the area (or delegate).
    - New addition under the *Comprehensive Ontario Police Service Act, 2019*
- Conducting consultations with the advisory committee, members of public, including youth, members of racialized groups and of First Nations, Métis and Inuit communities, as well as community organizations that represent these groups [s. 145 (6)].
- Contents of the plan [s. 146]:
  - ✓ Identifying priority risk factors (e.g. without limitation, systemic discrimination and other social factors that contribute to crime, victimization, addiction, drug overdose and suicide);
  - ✓ Identifying strategies to reduce the prioritized risk factors (e.g. new services, changing/coordinating existing services);
  - ✓ Setting measurable outcomes.

# Mandating CSWB Planning (cont'd)

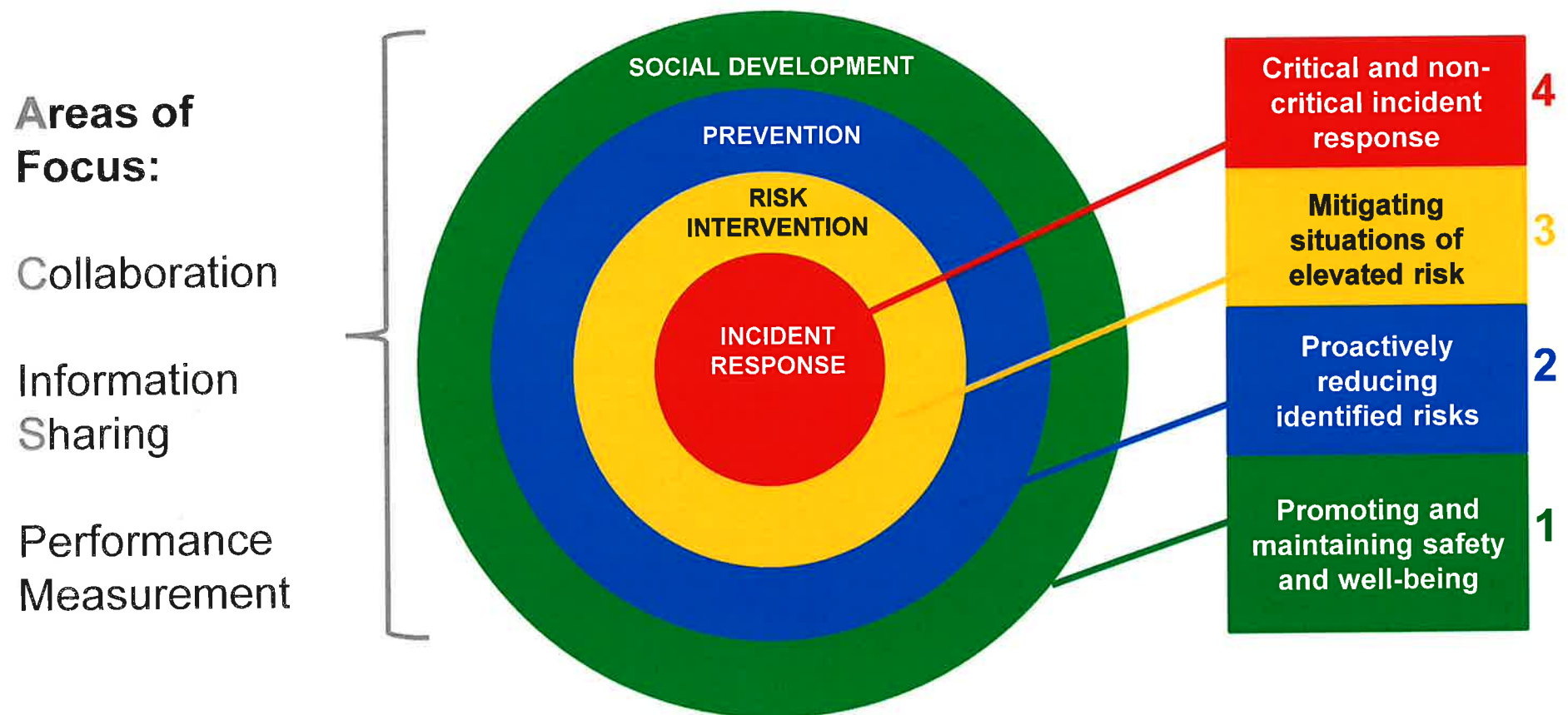
- Regulatory requirements related to CSWB planning include [s. 149 (2), O. Reg. 527/18]:
  - ✓ Publishing a completed CSWB plan within 30 days after adopting the plan in the following manner:
    - Online;
    - In print for review by anyone who requests it; and
    - In any other manner or form determined by the municipality.
- Additional regulations prescribing requirements related to monitoring, evaluating, reporting, and reviewing of the CSWB plan may be outlined at a later date.

# **Part B: CSWB Planning Framework**

# Context



# CSWB Planning Framework









- Reduce harm before critical or non-critical response is required (e.g., situations of acutely elevated risk)
- Implement immediate multi-sector responses (e.g., Situation Tables, the Violent Threat Risk Assessment protocol) to address multiple risk factors
- Collaboration between acute care agencies (e.g., mental health, addictions, transitional housing)
- Collect risk-based data (e.g., Risk-driven Tracking Database)
- Outcomes focused on mitigating harm (e.g., reduction in emergency room visits and victimization rates)



- Proactively identify and address local risk factors before they escalate



- Use evidence and data to inform programs/policies

- Implement integrated programs that involve various sectors working together to address priority issues for vulnerable groups

- Engage non-traditional groups in crime prevention efforts (e.g., local Business Improvement Areas, libraries)

- Outcomes focused on the result of prevention efforts (e.g., increased feeling of safety)



● Long-term investment to improve the social determinants of health and well-being (i.e., the underlying conditions shaping daily life)

● Address complex social issues (e.g., poverty, mental health, homelessness) using an integrated, multi-sectoral approach

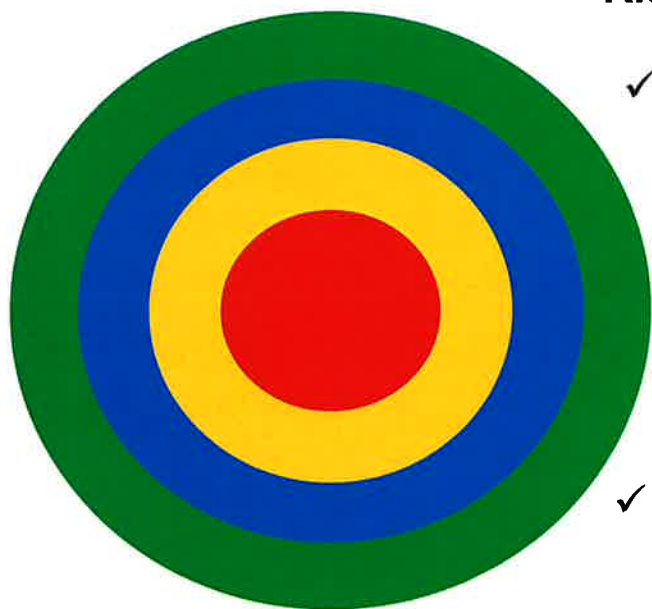
● Ensure awareness of/access to services in the community

● Challenge institutional boundaries and organizational culture at the systemic level

● Outcomes include quality of life indicators (e.g., health status, educational attainment rates)

# Critical Success Factors

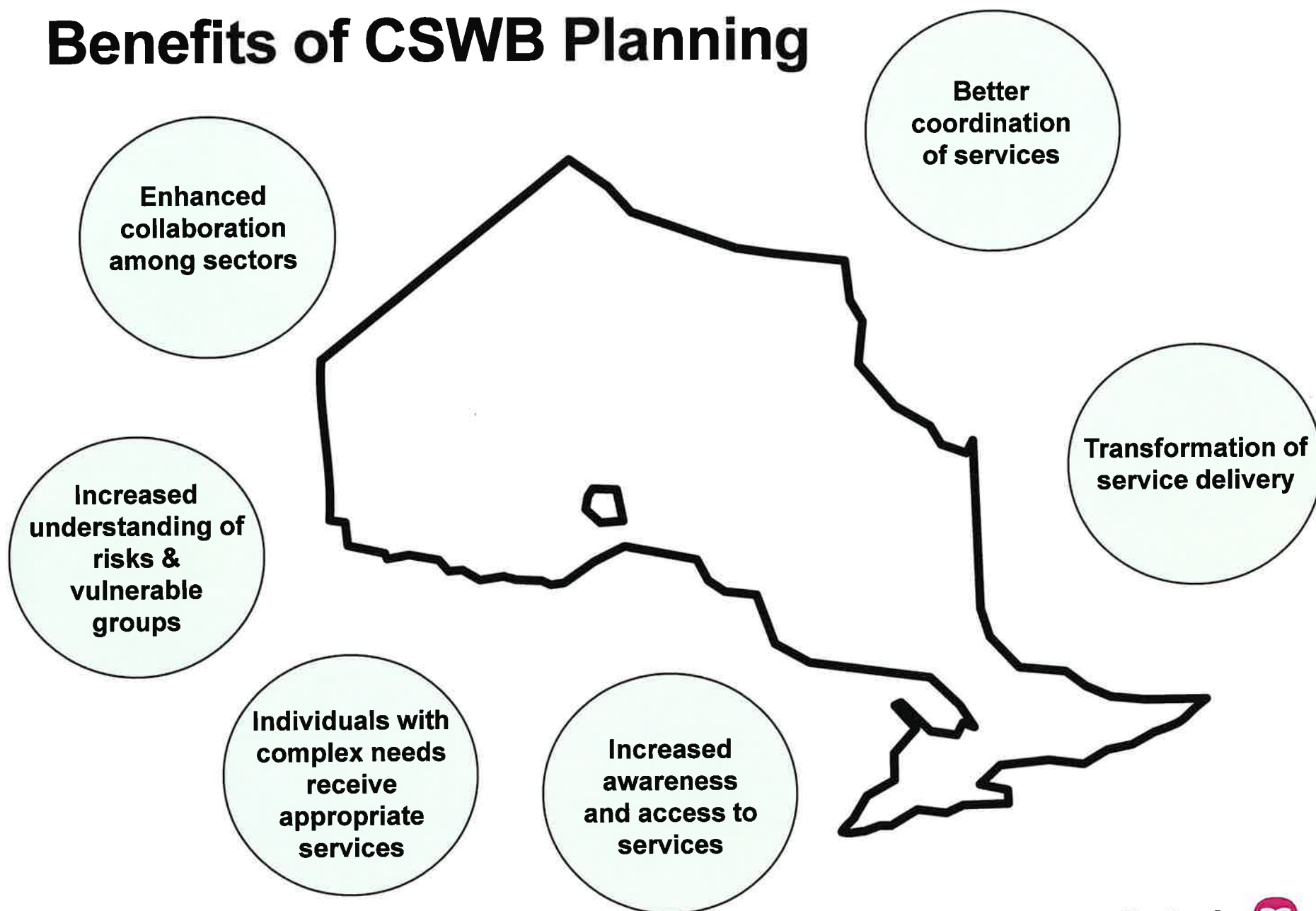
- ✓ **Strength-Based** - Leverage existing resources, programs and services in the community
- ✓ **Risk-Focused** - Risk-based planning rather than incident-driven
- ✓ **Awareness & Understanding** - Ensuring all community members understand the benefits of, and their role in, CSWB planning
- ✓ **Highest Level Commitment** - Buy-in from individuals of influence (e.g., political leaders, decision makers) to champion the cause
- ✓ **Effective Partnerships** - Creating meaningful, integrated partnerships across multiple sectors
- ✓ **Evidence & Evaluation** - Using research and data to inform the planning process
- ✓ **Cultural Responsiveness** - Effectively interacting with, and responding to, the needs of diverse groups of people in the community



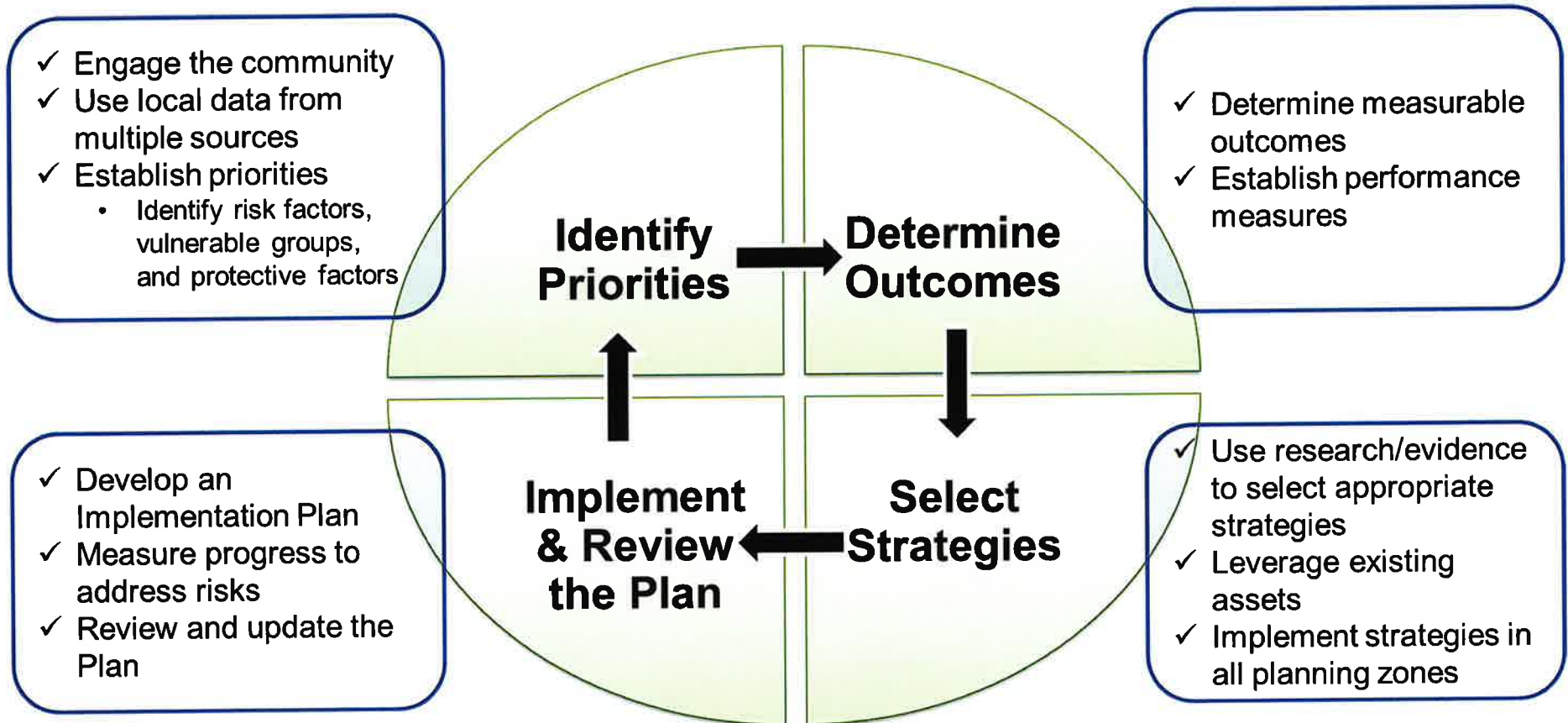
# Cost-Benefits of CSWB Planning

- Research has shown that developing and implementing strategies and programs that are proactive and focused on social development, prevention and early intervention, reduce the financial burden of crime through cost-effective approaches that have significant return on investments.
  - ✓ Economic evaluation has shown that preventing just one career criminal can save society over \$2 million<sup>1</sup>.
  - ✓ Studies confirm that a dollar invested now in crime prevention and early intervention (e.g., parent training or preventing a young person from dropping out of school) saves seven dollars spent on incarceration, victim services and other associated criminal justice costs in the future. Further, a dollar for enriched child care saves \$17 in criminal justice costs in the future<sup>2</sup>.
  - ✓ A study completed in 2016 by Public Safety Canada highlights an example of the economic impact of a chronic young offender into adult criminal life<sup>3</sup>:
    - Total cost of criminal path without interventions (up until age 30): **\$1.4 million**
    - Costs averted with strategies that address acutely elevated risks: **\$0.89 million**
    - Costs averted by early intervention strategies: **\$1.2 million**

# Benefits of CSWB Planning

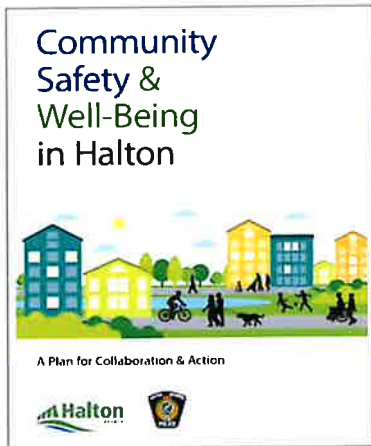


# How to Plan

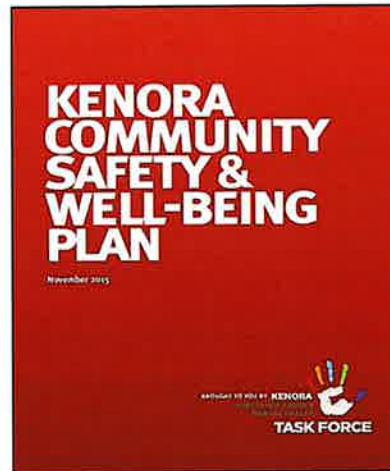




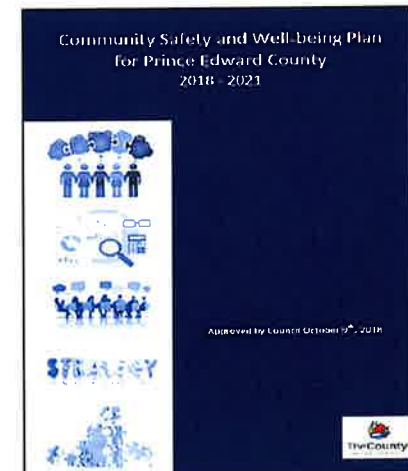
# Examples of Local CSWB Plans



**Halton Region**



**Kenora**



**Prince Edward County**



**Thunder Bay**



**Bancroft**

# Provincial Supports and Resources



**Booklets #1, #2, and #3**



**Webinars hosted by the Ministry in Spring 2019**



**Ministry Grants**



**Guidance on Information Sharing in Multi-Sectoral Risk Intervention Models document**



**OPP Situation Table eModules**



**Risk-driven Tracking Database**



# Questions?

## **Steffie Anastasopoulos**

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Program Development Section  
External Relations Branch  
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Ministry of the Solicitor General

[Steffie.Anastasopoulos@ontario.ca](mailto:Steffie.Anastasopoulos@ontario.ca)

(416) 326-5635

## **Tiana Biordi**

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Ministry of the Solicitor General

[Tiana.Biordi@ontario.ca](mailto:Tiana.Biordi@ontario.ca)

(416) 326-9355

# Appendix A: Additional Resources

## Resource Booklets:

- Booklet 1 – *Crime Prevention in Ontario: A Framework for Action*
  - ✓ <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec157730.pdf>
- Booklet 2 – *Community Safety and Well-Being in Ontario: A Snapshot of Local Voices*
  - ✓ <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec167634.pdf>
- Booklet 3 – *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario*
  - ✓ <https://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/Booklet%203%20A%20Shared%20Commitment%20Final%20Dec%202018.pdf>

## Information Sharing:

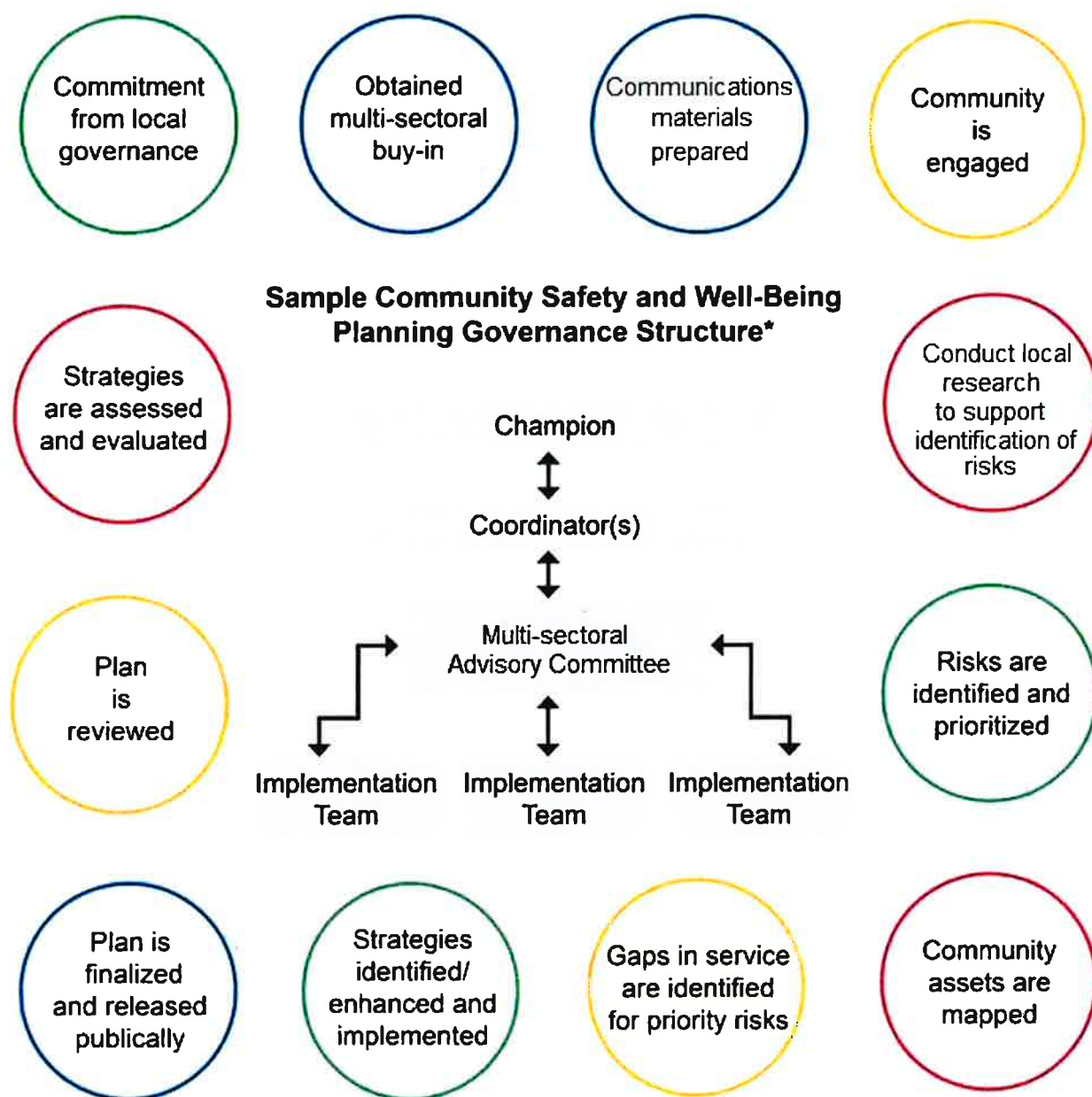
- *Guidance on Information Sharing in Multi-Sectoral Risk Intervention Models*
  - ✓ <http://www.mcscs.jus.gov.on.ca/english/Policing/ProgramDevelopment/PSDGrantsandInitiatives.html>

## Situation Table E-Learning Package:

- <http://www.wlu.ca/academics/faculties/faculty-of-human-and-social-sciences/centre-for-public-safety-and-well-being/situation-table.html>.

# Citations

- <sup>1</sup> Jones, D et al. (2008). The Economic Return on PCCD's Investment in Research-based Programs: A Cost-Benefit Assessment of Delinquency Prevention in Pennsylvania. The Prevention Research Centre for the Promotion of Human Development.
- <sup>2</sup> Institute for the Prevention of Crime (2009) Making Cities Safer: Action Briefs for Municipal Stakeholders. [Ottawa:ON]
- <sup>3</sup> Public Safety Canada (2016). Tyler's Troubled Life: The story of one young man's path towards a life of crime. [Ottawa:ON]



**\*Note: governance structures may look different in each community**

This diagram includes an example of a governance structure for the community safety and well-being planning process. The roles and responsibilities of the participants represented in this diagram are highlighted in Tool 1: Participants, Roles and Responsibilities. The diagram also highlights different steps to the community safety and well-being planning process that are described throughout this document. As community safety and well-being planning may look different in each community, the different steps can be flexible and adaptable for each community across Ontario.

# **THUNDER BAY CRIME PREVENTION COUNCIL**

## **TERMS OF REFERENCE**

**Approved by Crime Prevention Council on March 20, 2019**

**Accepted at Committee of the Whole on April 29, 2019**

**Ratified by City Council on May 13, 2019**

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### **1. Name of Committee**

The Committee shall be named the Thunder Bay Crime Prevention Council (CPC).

### **2. Background**

The CPC was established in 2010 at the direction of City Council. A City Council Ad-Hoc Committee was established to review crime prevention models. The Committee recommended – and City Council agreed – that Thunder Bay establish a community-based Crime Prevention Council.

The City is providing administrative leadership by establishing and funding the position of Coordinator and program direction comes from the CPC as a whole. The Coordinator is administered through Corporate Strategic Services, a Division of the City Manager's Office.

On January 1, 2019, the Ontario Government passed legislation mandating municipalities to develop and implement a Community Safety & Well-Being (CSWB) Plan. On March 11, 2019, Thunder Bay City Council passed a resolution appointing the Crime Prevention Council as the Advisory Committee to coordinate and implement this work. This positions the City of Thunder Bay well to meet deadline of January 1, 2021 for a new Community Safety & Well-Being plan.

### **3. Resources and Finances**

The Coordinator and Office requirements are included in the City's Operating Budget through Corporate Strategic Services. Opportunities and sources for funding will be explored on an ongoing basis. We will also review and provide support for other funding applications by community partners that are relevant to our vision, mission and guiding principles.

### **4. Objectives**

According to its mandate, the CPC specifically will:

- Develop and recommend to City Council a comprehensive and inclusive Community Safety & Well-being Plan and Annual Implementation Plan.
- Assist in and monitor implementation of the Plan.

- Compile a community profile to track the risk factors and trends of crime and disorder in Thunder Bay and identify community strengths and weaknesses based on evidence to allow for analysis and priority setting. Update every four years.
- Incorporate consultation with the broader community and organizations and agencies involved in community safety and well-being.
- Report to City Council and the community of Thunder Bay on areas of action and progress.
- Encourage and promote creativity, innovation and partnerships in community safety and well-being.
- Act as a catalyst for implementation of measurable projects, for both the short and long term, that addresses the risk factors of crime and increases protective factors.
- Develop task-specific and time-limited working groups to work on implementation of specific actions and report to the CPC.
- Address misconceptions of crime and disorder and increase awareness about the perception of crime, the risk factors associated with involvement in the criminal justice system, and protective factors that reduce risk.

## **5. Deliverables**

The CPC will:

- Develop a comprehensive and inclusive Community Safety & Well-being Plan, to be implemented and monitored.
- Compile a community profile to track the risk factors and trends of crime and disorder in Thunder Bay. This will be updated every four years.
- Provide an annual report to City Council and the community on the results achieved through the implementation of the Plan.
- Consult and develop partnerships with community organizations, agencies and others to assist in identifying and addressing the risk factors of crime.
- Coordinate annual community events to raise awareness of the CPC and its efforts in the community.
- Recognize outstanding community contributions to community safety and well-being through the annual Mayor's Community Safety Awards.
- Share knowledge of new and existing crime prevention initiatives in Thunder Bay.

## **6. Membership**

The CPC is a unique partnership between citizens, community organizations and service providers.

**Ex-Officio Members (one vote per person): 9**

Mayor

Chief of Police (or designate)

Detachment Commander Ontario Provincial Police - Northwest Region (or designate)  
Chief, Fort William First Nation (or designate)  
Deputy Grand Chief, Nishnawbe Aski Nation (or designate)  
Métis Nation of Ontario (or designate)  
Ontario Union of Indians (or designate)  
Medical Officer of Health (or designate)  
Crown Attorney (or designate)

*Selection process: Each has a seat by virtue of their position*

**City Councillors (one vote per person): 2**

*Selection process: Through City Council's Appointment Process*

**Community Representatives (one vote per person): 4**

Citizen Representatives (2)  
Youth Representatives (2)

*Selection process: Through City Council's Appointment Process*

**Sectors (one vote per organization): 33**

**Indigenous Community:**

Ontario Native Women's Association  
Thunder Bay Indigenous Friendship Centre  
Urban Aboriginal Advisory Committee

**Education:**

Lakehead District School Board  
Thunder Bay Catholic District School Board  
Northern Nishnawbe Education Council  
Conseil scolaire de district catholique des aurores Boréales  
Matawa Education Centre

**Youth Services**

Recreation and Culture Division

**Older Adult Services**

Age Friendly Thunder Bay

**Emergency Housing**

Shelter House

**Justice**

William W. Creighton Youth Services  
Kairos Community Resource Centre

John Howard Society  
Elizabeth Fry Society  
Thunder Bay Parole Office (Correctional Service of Canada)  
Thunder Bay Police Services Board  
Nishnawbe-Aski Police Service

**Child Protection**

Dilico Anishinabek Family Care  
Children's Aid Society of the District of Thunder Bay

**Social Services**

District of Thunder Bay Social Services Administration Board

**Business**

Chamber of Commerce  
BIAs and Business Areas of Thunder Bay

**Mental Health & Addictions**

Children's Centre Thunder Bay  
St. Joseph's Care Group  
Thunder Bay Drug Strategy

**Community Social Planning**

Lakehead Social Planning Council

**Victim Services**

Thunder Bay Sexual Abuse Centre  
Thunder Bay Counselling

**Violence Against Women**

Thunder Bay & District Coordinating Committee to End Woman Abuse

**Safety & Prevention Initiatives**

Thunder Bay District Crime Stoppers  
Evergreen a United Neighbourhood

**Risk Intervention**

Northwest Community Mobilization Network

*Selection process: By invitation*

**City of Thunder Bay Officials (non-voting):**

Director – Corporate Strategic Services  
Coordinator – Crime Prevention Council

Communications Officer – Corporate Strategic Services



## **7. Roles and Responsibilities**

### **CPC Members**

- Participate in meetings of the Council and be actively engaged in the planning and execution of program activities and initiatives.
- The members will, from amongst themselves, select and appoint a Chair and Vice Chair. The selection of the Chair and Vice Chair is to be conducted on an annual basis. Representatives of Police Services and City Council may not be considered for the position of Chair or Vice Chair.
- Members must be able to commit three hours per month to activities of the Council, which include implementation of the Community Safety & Well-being Plan

### **Attendance**

- Representatives will attend all regularly scheduled meetings, as is reasonably possible, advising the Communications Officer in advance of any absence by 12 noon on the day prior to the meeting.
- If a member misses more than three meetings per year or two consecutive meetings without advising the Communications Officer, their membership will be subject to review by the Chair. Further information may be requested. Membership may be withdrawn by a vote of the CPC if all other efforts to confirm membership have been exhausted.

### **Administrative Resource**

- Administrative support to the CPC will be provided by Corporate Strategic Services. The Crime Prevention Coordinator, under the administrative supervision of the Director of Corporate Strategic Services, will administer the program on behalf of, and under the program direction of, the CPC.

### **Chair**

- Chair meetings with all commonly accepted responsibilities of that position
- Provide general leadership to the CPC
- Encourage members to follow the CPC Communication Process
- Act as a spokesperson for the CPC
- Represent the CPC at various meetings and events

### **Vice Chair**

- Support the Chair
- In the absence of the Chair, will assume role of the Chair

### **Ex-Officio Members**

- Members of the CPC by merit of their position/office they hold in the community
- Ex-officio members may designate a senior staff member of their organization to attend meetings on their behalf

- Ex-officio members have the right to vote, as do their designates; however, should both be in attendance, they will share one vote

#### **Working Group Chair**

- As determined by the working groups
- Recruit members of the CPC and outside groups to participate
- Coordinate meetings
- Report progress to CPC at bi-monthly meetings

#### **Committee Spokespersons: Chair and Coordinator**

- Respond to formal media requests on CPC initiatives. Other members may only represent the group as requested by CPC Coordinator and/or Chair

### **8. Governance**

The CPC will report to Committee of the Whole through the regular presentation of its minutes on the agenda of the Administrative Services Committee of the Whole session.

The CPC will present such reports and information it deems appropriate to Committee of the Whole, so as to inform City Council and the community at large of the actions, activities and programs of the CPC.

The CPC will strive to reach decisions by consensus; if consensus cannot be attained, voting on motions and questions before the Council shall be in accordance with the procedural rules for City Council and its Committees.

Quorum for meetings will require 15 voting members to be present. Any recommendations to Thunder Bay City Council shall be voted on. If quorum is not present, an information session can follow or the meeting can be adjourned.

Members of City Council who are not appointed to the CPC may, with the permission of the Chair, participate in discussions and debates on matters before the CPC, and provide information, advice and assistance to the CPC as they are able, but will have no vote at the CPC.

The Terms of Reference are to be reviewed annually. Amendments to the Terms of Reference may only be made with the approval of Committee of the Whole.

### **9. Meeting Logistics**

The CPC will set a calendar of meeting dates for each year, and shall otherwise meet at the call of the Chair.

The CPC will generally meet on a bi-monthly basis, holding such additional meetings as the programming might demand.

The CPC membership will follow the *Communication Process for CPC Members* as outlined below:

**Communication Process for CPC Meetings**

1. A Speaker's List will be used at CPC meetings. Normally the Chair will maintain the Speaker's List.
2. The Speaker's List is a list that contains the order of speakers, as they raise their hands to participate in a discussion.
3. The Chair will remind members at the beginning of the meeting that a Speaker's List will be used.
4. When you wish to speak on a matter being discussed, please raise your hand and the Chair will add you to the Speaker's List.
5. The Chair or person maintaining the speaker's list will recognize your time to speak by calling your name.
6. If necessary, the Chair will remind everyone to speak one at a time.

**10. Program Contact**

Coordinator – Crime Prevention Council  
Telephone: (807) 625-2554

**11. Administrative Contacts**

Director – Corporate Strategic Services  
Telephone: (807) 625-3859

Correspondence and agenda materials are to be directed to:  
Communications Officer  
Corporate Strategic Services  
Telephone: (807) 625-2871  
Facsimile: (807) 623-0181



# ÉCOLE SECONDAIRE CATHOLIQUE FRANCO-CITÉ

90, rue Main, Sturgeon Falls (Ontario) P2B 2Z7 ■ Tél. : 705-753-1510 ■ Téléc. : 705-753-5370 ■ [www.francocite.ca](http://www.francocite.ca)

Le mercredi 11 septembre 2019

## Objet : Cueillette de nourriture - fermeture d'une rue

Mme Savage,

Cette lettre a comme objectif de demander la fermeture d'une portion des rues Main, John, Queen et King, pour l'après-midi du jeudi 10 octobre 2019 prochain, de 12h30 à 13h30.

Franco-Cité organise annuellement la cueillette de nourriture intitulée « Une canne ça dépanne » pour la banque alimentaire de Nipissing-Ouest. Durant la soirée du mercredi 9 octobre 2019, des équipes d'élèves du secondaire effectueront la cueillette aux portes. L'an dernier, plus de 19000 livres de nourriture furent amassées grâce à notre projet communautaire.



Le tout se terminera le **jeudi 10 octobre 2019** par une gigantesque chaîne humaine et une parade. Les élèves de Franco-Cité déposeront la nourriture aux coins de la rue Main et John dans une remorque pour ensuite faire une parade dans les rues afin de terminer au CAP (Champ athlétique des Patriotes). Vous trouverez le trajet proposé pour la parade sous pli.

L'école secondaire catholique Franco-Cité souhaite pouvoir compter sur votre coopération afin de mener à terme ce projet humanitaire et chrétien.

Veuillez agréer, Mme Savage, l'expression de nos sentiments les plus distingués.

*Lisa*

Lisa Dumont  
Direction adjointe

p.j. carte de la parade proposée

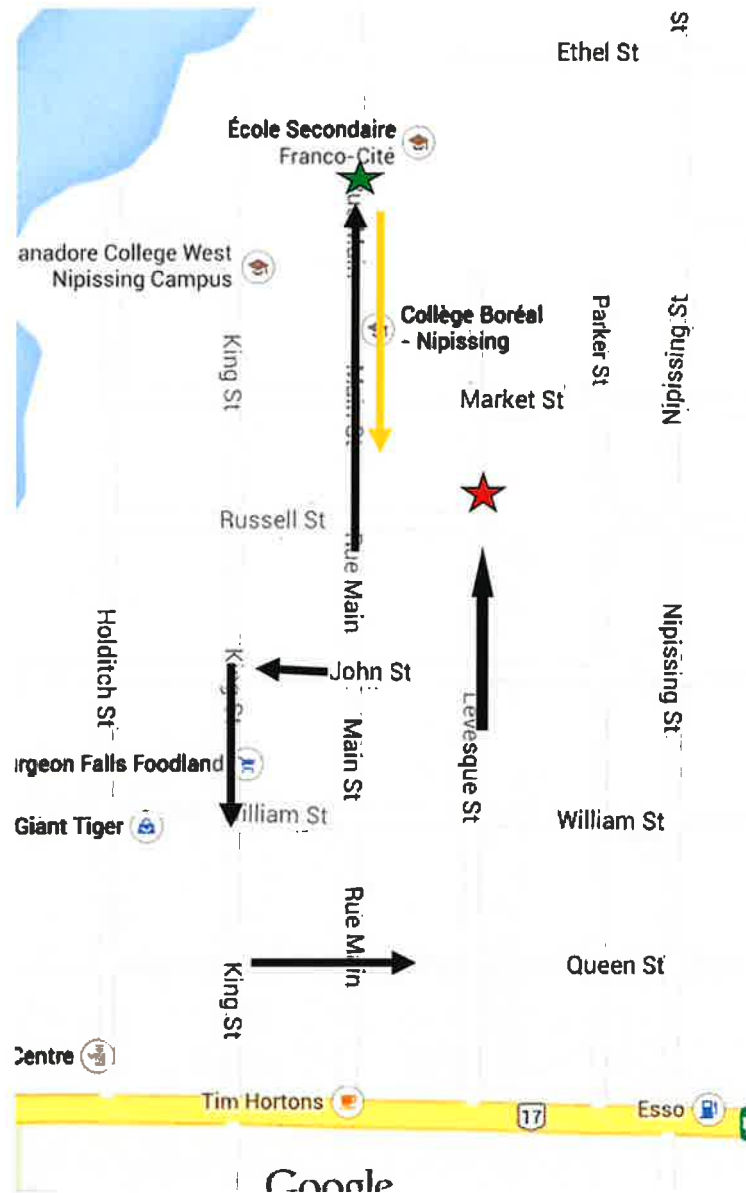
# ÉCOLE SECONDAIRE CATHOLIQUE FRANCO-CITÉ

**Le jeudi 10 octobre 2019**

Chaine humaine et parade : de 12h30 à 13h30

Chaine humaine (trajet flèche jaune)

Parade (trajet flèches noires)



★ = début

★ = fin

## Janice Dupuis

---

**From:** Dumont, Lisa <dumontl@franco-nord.ca>  
**Sent:** September 20, 2019 5:48 PM  
**To:** Joanne Savage; Janice Dupuis; raymond.st-pierre@opp.ca; Chantal Leroy  
**Cc:** Beaudry, Denis; Lafreniere, Yves  
**Subject:** détails - fermeture de rues et déroulement de la journée du 10 octobre  
**Attachments:** Lettre de demande à la ville Canne ça dépanne 2019.doc

Bonjour à tous!

Désolée de devoir vous envoyer un autre courriel à ce sujet et pour certains c'est le premier. D'abord merci de votre appui et collaboration en lien avec l'événement de bienfaisance, la collecte de nourriture pour la banque alimentaire du Nipissing Ouest : Une Canne ça dépanne! L'horaire de la journée a dû être modifiée alors j'ai inclus en pièce jointe la lettre modifiée ainsi que le trajet de notre chaine humaine et la parade en communauté.

En gros voici les points importants à retenir :

9h à 11h30 nous livrons la nourriture à la banque alimentaire – sauf les sacs que nous gardons pour la chaine humaine – qui seront livrés en après-midi.

12h05 - Ralliement au grand gymnase de l'école pour annoncer le grand total – vous êtes tous les bienvenus – laissez-nous savoir si vous serez des nôtres.

12h30 à 13h25 – Chaine humaine et parade dans la communauté – fermeture de rues et escorte policière selon le trajet indiqué.

13h30 – Match de football en rose dans le but de prélever des fonds pour la Société du Cancer – dons à la porte et cantine.

Encore une fois merci pour tout ce que vous faites et ferez afin d'assurer le succès de cet activité qui nous permet de venir en aide aux membres de notre communauté qui en ont de besoin.

Amitiés,

**Lisa Dumont** | Direction - adjointe

**École secondaire catholique Franco-Cité**

90, rue Main | Sturgeon Falls (Ontario) P2B 2Z7

**Téléphone :** 705 753-1510 poste 5665 | **Télécopieur :** 705 753-5370

[dumontl@franco-nord.ca](mailto:dumontl@franco-nord.ca)



<http://www.francocite.ca/>



**INSPIRER, ENRICHIR, PRÉPARER L'AVENIR**

---

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The Corporation of the Municipality of West Nipissing /  
La Corporation de la Municipalité de Nipissing Ouest

Resolution No.

2019 /

OCTOBER 1, 2019

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** permission be granted to École secondaire catholique Franco-Cité to hold their annual “**Une canne ça dépanne**” door-to-door food collection on Wednesday, October 9<sup>th</sup>, 2019 benefiting the West Nipissing Food Bank;

**BE IT FURTHER RESOLVED THAT** Council authorizes the temporary street closure of portions of Main Street, from John to Ethel Streets on October 10, 2019, from approximately 12:30 PM to 1:30 PM;

**BE IT FURTHER RESOLVED THAT** immediately following the food transfer, the students are permitted to hold a parade commencing at the corner of Main and John Streets proceeding westerly along John Street, southerly on King Street, easterly on Queen Street then northerly on Levesque Street ending at the Patriotes’ Athletic Field;

**BE IT ALSO RESOLVED THAT** the Ontario Provincial Police provide any requested assistance to ensure the safety and security of all participants and that all emergency services be duly informed of the temporary street closure and ensuing parade.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: \_\_\_\_\_

DEFEATED: \_\_\_\_\_

DEFERRED OR TABLED: \_\_\_\_\_