

# Municipal Services Offices Provincial Update

May 11, 2023

# Important Notice

- Municipalities are responsible for making local decisions, including complying with any applicable statutes or regulations.
- This presentation is for information purposes only and is not a substitute for legal or other professional advice in connection with any particular matter. This presentation deals with complicated issues and concepts in a highly summarized fashion, and key details may not be included. The inclusion of municipal or other local examples in this presentation does not imply an endorsement by the ministry.
- Users should verify the information that has been included from other sources prior to making decisions or acting upon it.

# Presentation Outline

- Updates
  - Local Government
  - Finance
- Municipal Services Offices Contacts and Information

# Local Government

# Municipal Building Official Internships

- Municipalities have a new pathway for designing and administering local programs for hiring building official interns under amendments to the Building Code last year.
- By launching local internship programs, municipalities are supporting the qualification of more building inspectors in the future, and the construction of more homes while maintaining public safety.
- Intern inspectors will be supervised by a qualified building inspector or Chief Building Official and must pass Ministry of Municipal Affairs and Housing technical and legal exams before practicing independently as building officials.
- Two townships in eastern Ontario have already created local policies under this new pathway: the Townships of South Stormont and North Dundas in the United Counties of Stormont, Dundas and Glengarry.
- Municipalities that need to hire a Chief Building Official or a building inspector now can contact the Ontario Building Officials Association (OBOA) by visiting their website at <https://www.oboa.on.ca/job-bank>, for further information.

# Digital Code: Supporting Building Officials

- To further support building officials, MMAH released a free 2012 Building Code Compendium in PDF format last year, as an alternative to purchasing the 2,300 page hard-copy (paper) format for \$195.
- The current digital version improves navigation features by including bookmarks, hyperlinked tables of contents throughout both Volumes, and the ability to insert personal notes or highlight sections of the Code, making it easy to use on a laptop, tablet or phone.
- Since it launched in last year, the ministry has responded to over 8,000 requests for the free digital Compendium.
- Copies of the free digital compendium can be requested by visiting: <https://www.ontario.ca/page/request-digital-copy-2012-building-code-compendium>.

# Long Standing Service Awards

- The Ministry of Municipal Affairs and Housing's Long Standing Service Awards (LSSA) program recognizes municipal elected officials with 25 or more years of service on a municipal council or councils.
- Municipalities can nominate individuals for this award at any time after the member has reached 25 years of service.
- For more information about how to nominate a council member for this award, please visit the ministry's [Long-Standing Service Recognition Certificate](#) website. Alternatively, you can contact your municipal advisor.

# Declaration of Office

- The *Municipal Act, 2001* and the *City of Toronto Act* stipulate that a person shall not take a seat on council until the person takes the declaration of office in the English or French version of the form established by the Minister of Municipal Affairs and Housing for that purpose.
- Updated declaration of office forms can be found on the Ministry of Municipal Affairs and Housing's website:

[Declaration of Office Forms – English](#)

[Declaration of Office Forms – French](#)



# Disaster Recovery Programs

- In the event of a natural disaster, MMAH has two disaster recovery programs:
  - The Disaster Recovery Assistance for Ontarians program (DRAO) provides financial assistance to individuals, small businesses, farmers and not-for-profit organizations that have experienced damage to or loss of essential property.
  - The Municipal Disaster Recovery Assistance program (MDRA) helps municipalities that have sustained emergency response costs, or damage to essential property or infrastructure.
- The Minister of Municipal Affairs and Housing activates either or both programs based on evidence demonstrating that the event meets the eligibility criteria for each program.
- These programs are not a substitute for insurance.
- Detailed information about these programs is available online at [Ontario.ca/disasterassistance](https://ontario.ca/disasterassistance) or from your MSO.

# Damage Assessment

- When an event occurs, the ministry works with municipalities, the Provincial Emergency Operations Centre and other partners to understand the impacts.
- A Provincial Disaster Assessment Team (PDAT) may visit the affected area to conduct an on-the-ground assessment.
- A PDAT is a technical team the ministry sends to communities when there is evidence of significant, potentially eligible private property damage as a result of a natural event such as a flood or tornado.
- The team's objective is to gather information to inform the potential activation of the DRAO program.
- PDATs are made up of ministry staff and an insurance adjuster under contract with the ministry.
- Municipalities help by collecting local damage information, identifying properties to assess, and accompanying the team.

# Finance



# Municipal Modernization Program

- The Municipal Modernization Program (MMP) is part of Ontario's commitment to help small and rural municipalities become more efficient and modernize service delivery.
- Through Intake 3, more than \$28 million was provided to fund projects that support digital modernization, service integration, streamline development approvals and shared services/alternative delivery models.

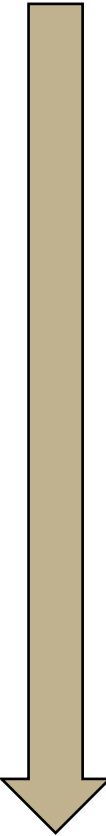
# Ontario Municipal Partnership Fund

- The Ontario Municipal Partnership Fund (OMPF) is the province's main general assistance grant for municipalities.
- The program primarily supports northern and rural municipalities across the province. Its objectives are to:
  - Recognize the challenges of northern and rural municipalities, while targeting funding to those with more challenging fiscal circumstances;
  - Support areas with limited property assessment; and
  - Assist municipalities that are adjusting to year-over-year funding changes.

# Ontario Community Infrastructure Fund

- The Ontario Community Infrastructure Fund (OCIF) provides funding to small (under 100,000), rural, and northern communities to help develop and renew core infrastructure (e.g., roads, bridges, water, wastewater, and stormwater).
- Funding is allocated according to the province's estimates of infrastructure need and financial need, and helps provide stability and predictability to municipalities.
- OCIF allocations are linked to municipal asset management plans. Starting in 2023, allocations will be calculated using forward-looking Current Replacement Values (CRVs) from asset management plans and CRV estimates.

# Asset Management Regulation Requirements



## **Strategic Asset Management Policy** (By July 1, 2019)

Requires municipalities to outline commitments to best practices and continuous improvement.

## **Asset Management Plan: Phase 2** (By July 1, 2022)

For core assets (water, wastewater and stormwater assets, roads, bridges and culverts):

- Inventory of assets
- Current levels of service measured by standard metrics
- Costs to maintain levels of service

## **Asset Management Plan: Phase 3** (By July 1, 2024)

Builds on the Phase 2 plan to include all municipal assets, including current levels of service and costs to maintain these levels.

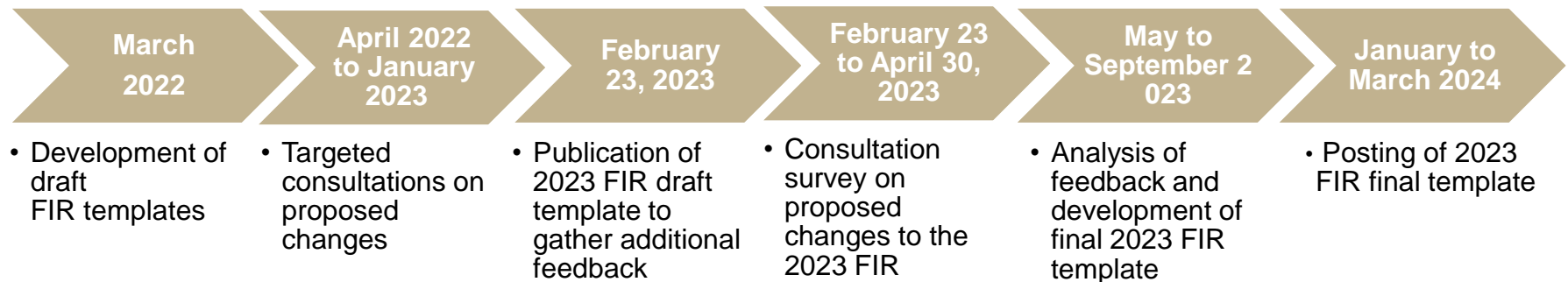
## **Asset Management Plan: Phase 4** (By July 1, 2025)

Builds on Phase 3 where plans shift to:

- Proposed levels of service
- Lifecycle management and financial strategy for all assets

# Financial Information Return (FIR) Template Update

- Since 1977, the FIR has been the province's primary tool dedicated to the collection of municipal financial information.
- The FIR is used by Provincial ministries to inform policy and by other stakeholders (e.g., associations, academics) for research and advocacy.
- The FIR template is being updated to maintain its alignment with the evolving Public Sector Accounting Standards (PSAS), provincial legislation, and data needs.





# Evolving Public Sector Accounting Standards (PSAS)

- The following PSAS changes are in effect for fiscal years beginning on or after April 1, 2022, **effective January 1, 2023, for municipalities**, although earlier adoption is permitted.

Category	Key Changes Introduced	Standard (s)
Financial Instruments Standards	<ul style="list-style-type: none"> <li>Shift to fair value measurement of financial instruments</li> <li>Accounting for embedded derivatives</li> <li>Deferral and amortization of foreign exchange gain/loss no longer permitted;</li> <li>New financial statement called "Remeasurement Gains and Losses"</li> </ul>	<ul style="list-style-type: none"> <li>PS 3450 Financial Instruments (new)</li> <li>PS 1201 Financial Statement Presentation (replaces PS 1200)</li> <li>PS 2601 Foreign Currency Translation (replaces PS 2600 )</li> <li>PS 3041 Portfolio Investments (replaces PS 3030 Temporary Investments and PS 3040 Portfolio Investments)</li> </ul>
Asset Retirement Obligation Standard	<ul style="list-style-type: none"> <li>Requirement to report asset retirement obligations in municipal financial statements</li> </ul>	<ul style="list-style-type: none"> <li>PS 3280 Asset Retirement Obligation (new Standard, Standard PS 3270 Solid Waste Landfill Closure &amp; Post Closure Liability withdrawn)</li> </ul>

- Consider reaching out to a municipal association or your municipal auditor for more information.

# Financial Indicator Reviews

- **Financial Indicators (7):** On an annual basis, MMAH calculates and reviews select financial indicators for each municipality.
  1. Total Taxes Receivable Less Allowance for Uncollectible as a Percentage of Total Taxes Levied;
  2. Net Financial Assets or Net Debt as a Percentage of Own Source Revenue;
  3. Total Reserves and Discretionary Reserve Funds as a Percentage of Operating Expenses;
  4. Cash Ratio – Total Cash and Cash Equivalents as a Percentage of Current Liabilities;
  5. Debt Servicing Cost as a Percentage of Total Operating Revenue;
  6. Asset Consumption Ratio – Closing Amortization Balance as a Percentage of Total Cost of Capital Assets;
  7. Annual Surplus/Deficit as a Percentage of Own Source Revenues.

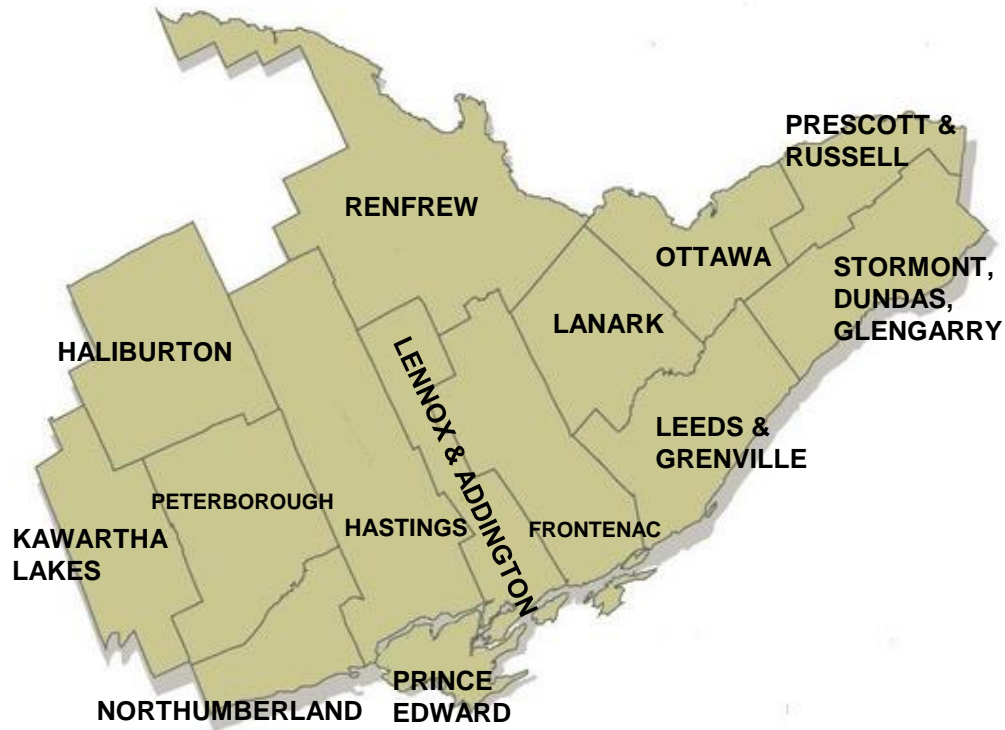
# Other Updates

- In addition to the *Municipal Act* and the *Planning Act*, there are numerous pieces of legislation that deal with municipal activities within Ontario.
- For information on current provincial funding programs and to find out if your municipality is eligible, please access Transfer Payment Ontario (TPON).
  - <https://www.app.grants.gov.on.ca/gr/tpcr>

# **Municipal Services Office Contact Information**



# Municipal Services Office – East



## 114 Municipalities

- 11 Upper Tiers
- 13 Single Tiers
- 90 Lower Tiers

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