

The Corporation of the Town of Lakeshore

Report to Council

Legislative & Legal Services

Legislative Services



To: Mayor & Members of Council

From: Brianna Coughlin, Manager of Legislative Services

Date: February 21, 2020

Subject: AMCTO Burden Reduction Submission to the Province of Ontario

Recommendation

The Council of The Corporation of the Town of Lakeshore supports the AMCTO's submission to the Ministry of Small Business and Red Tape Reduction identifying areas that pose a significant burden to local governments, as described in the report of the Manager of Legislative Services entitled "AMCTO Burden Reduction Submission to the Province of Ontario", presented at the March 10, 2020 Council meeting; and

Directs the Clerk to send this resolution and report to the Ministry of Small Business and Red Tape Reduction.

Background

AMCTO is an organization that represents municipal managers, clerks and treasurers in Ontario. As part of its advocacy work, the Association undertook a research study in 2016 to investigate the provincial reporting burden placed on municipalities and the impacts it was having on service delivery. Based on the research, it was estimated that the Province collected at least 422 reports from municipalities each year; 225 separate reports collected monthly, quarterly, biannually and annuallyⁱ.

While the above-noted reporting requirements are a mix of upper and lower-tier reports, it is understood that each level of municipal government is required to provide a significant amount of statistical data to the Province on a regular basis. Often the same information is provided to different ministries in the form of different reports. AMCTO has identified the reduction of the municipal reporting burden as a priority for the organization.

Comments

In February 2020, AMCTO notified municipalities of a submission to the Ministry of Small Business and Red Tape Reduction which identified three areas of municipal burden that could be alleviated: Special Occasion Permits, wading pools/splash pad regulations and marriage licencing.

Special Occasion Permits

Special Occasion Permits (SOPs) are required when individuals, community groups or local businesses wish to hold an event where alcohol is served. As part of the application process with the Alcohol and Gaming Commission of Ontario (AGCO), applicants must receive a designation of municipal significance by resolution of Council or by a letter from a delegated municipal official. Registered charities and non-profits (with written constitutions and by-laws) are exempt from this process.

AMCTO notes that this process creates confusion for applicants as they must apply to two separate levels of government for approval. In addition, there is no definition of “municipal significance” in the *Liquor Licence Act* nor any criteria provided to municipalities to help make the decision. This process creates an added burden, particularly for small events where there is only the incidental use of alcohol.

The Association is recommending that regulations under the *Liquor Licence Act* be amended to better define or remove the requirement for municipal significance and that the AGCO reform their administrative process by either becoming responsible for managing municipal notifications or removing the requirement altogether.

Town of Lakeshore Administration supports this recommendation.

Wading Pools and Splash Pads

Ontario Regulation 565 (Public Pools) was amended in 2018 to update the designation of a Class C facility to include the following:

1. A public wading pool.
2. A public spray pad or public splash pad.
3. A water slide receiving basin that serves solely as a receiving basin for persons at the bottom of a water slide.

There is no minimum depth of water for Class C facilities, meaning that many splash/spray pads are now classified as wading pools. O. Reg 565 requires supervision “whenever the wading pool contains water and is accessible for use”, despite the fact that many splash pads contain no standing water. In most cases, this requirement means at least two attendants must be in place to ensure continued supervision while water testing or other required maintenance activities are taking place.

AMCTO is recommending a review of O. Reg. 565, the implementation of a range of water depth in the designation of Class C facilities and to allow for bodies of water that are 15 centimeters or less to be regulated by Public Health Units as splash/spray pads rather than Class C wading pools.

Town of Lakeshore Administration supports this recommendation.

Marriage Licenses

When municipalities issue marriage licenses, they are required to use a standard paper-based marriage license form and must purchase these forms from the Province at a cost of \$49 each. This can cause problems and expense because a misalignment in printing or errors in data entry which may result in a ruined form. Many municipalities, such as the Town of Lakeshore, complete the forms using a typewriter or by hand.

Municipalities must also maintain an electronic list of issued licenses and must be able to provide the data to the Province upon request.

AMCTO is recommending that the Association, the Office of the Registrar General (Service Ontario) and the Province work to create a common marriage license portal to streamline the process for applications, issuing licenses, completion of data by officiants and the Registrar's registration.

Town of Lakeshore Administration supports this recommendation.

Financial Impacts

There are no financial impacts associated with the recommended support of the submission by AMCTO.

Attachment(s): AMCTO Municipal-Provincial Reporting Inventory

Report Approval Details

Document Title:	AMCTO Burden Reduction Submission to the Province of Ontario.docx
Attachments:	- AMCTO-Municipal-Provincial-Reporting-Inventory.pdf
Final Approval Date:	Feb 24, 2020

This report and all of its attachments were approved and signed as outlined below:

Kristen Newman

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Truper McBride

ⁱ AMCTO, "Bearing the Burden: An Overview of Municipal Reporting to the Province", 2017, p.5