



Municipality of Wawa

MONTHLY REPORT – NOVEMBER 2023

Department of Protective Services

Prepared By: Kevin Sabourin	Report No: KS 2023-12
Agenda Date: December 12, 2023	File No: C11

Purpose

The purpose of this report is to provide Council with a summary of the monthly activities for the Protective Services Department for the month of November 2023.

General Discussion

Prepare and submit monthly reports to Stats Canada and MPAC.
 Prepare and submit Fire Incident Reports to Ontario Fire Marshal office.

Meetings attended:

- Situation Table Meeting
- OFM – Mutual Aid Coordinators Meeting

Capital Projects

Discuss with The Loomex Group progress and timelines with the Fire Service Review report.

Building Department

Permit Types	Number Issued	Project Value	Fee Received	Total to Date
Building	3	\$ 79,000.00	\$ 925.00	94
Plumbing			\$	1
Driveway			\$	7
Signs			\$	1
Water Connection			\$	2
Outdoor Patio			\$	1
Compliance Letter			\$	13
Open Air Burn			\$	240

By-Law:	2 inquiries
Zoning:	4 inquiries
Property Standards:	1 inquiry 1 follow-up

Observed building official webinar about “Backflow Prevention” and “Changes to Energy Efficiency”.

Fire Department

Call Type	Call Numbers	Man Hours	Property \$ Loss	Property \$ Saved	Revenue
Fire	2	103	\$ 1 M	\$ 1 M	
False Alarms					
CO Alarms					
Miscellaneous	3	131			
Highway	1	22			
Practices	2	80			

- Training topics were Auto-X practical scenarios and live fire scenarios.
- Conduct Fire Safety Inspections for Superior Children's Centre programs.
- Contact successful firefighter applicants and provide final document package to be completed and returned.
- Review fire prevention procedure for Regional Employment Help Centre.

Month Ahead

- Firefighters to participate in Community Food Drive and “Fill a Sleigh” campaign.
- Meet with The Loomex Group to review “Fire Service Review” document.

Recommendation

That Council acknowledges receipt of Protective Services Department Monthly Report KS 2023-12 submitted by Kevin Sabourin dated December 12, 2023, for information.

Respectfully submitted by:

Kevin Sabourin, Assistant Director Protective Services



Municipality of Wawa
2023 Key Indicators



	Description	January	February	March	April	May	June	July	August	September	October	November	Total
Licenses	New Business Licenses Issued	-	-	1	-	1	1	-	-	1	-	2	6
	Business Licenses Renewed	27	25	12	2	6	7	1	1	-	-	-	81
	Temporary Business Licenses Issued	1	1	-	-	1	-	-	2	-	1	1	7
	New Lottery Licenses Issued	2	-	2	-	-	-	-	1	1	1	-	7
	Lottery Licenses Extended	-	-	-	-	-	1	-	-	1	1	-	3
	Total Licenses	30	26	15	2	8	9	1	4	3	3	3	104

Properties	Tax Registrations On Hold	-	-	-	-	-	-	-	-	-	-	-	-	
	Tax Registrations-Beginning Previous Year(s)	8	8	8	8	8	8	8	8	8	8	8	8	
	Tax Registrations-Beginning Current Year	-	-	-	-	-	-	-	-	-	-	-	-	
	Tax Registrations eligible for Vesting	1	1	1	1	1	1	1	1	1	1	1	1	
	Vested properties added to land inventory	-	-	-	-	-	-	-	-	-	-	-	-	
	Collections - Actions in progress	3	2	2	2	2	2	2	2	2	2	2	2	
	Collection \$ Recovered	4,027.87	186.71	746.83	-	-	-	746.83	448.10	-	-	-	-	6,156.34
	Minutes of Settlement Processed	-	-	-	-	-	-	-	-	-	-	-	-	-
	Minutes of Settlement-Lost Assessment	-	-	-	-	-	-	-	-	-	-	-	-	-
	Minutes of Settlement Taxation \$ Gained/Lost - Refunded	-	-	-	-	-	-	-	-	-	-	-	-	-
	ARB Decisions	-	-	-	-	-	-	-	-	-	-	-	-	-
	ARB Decisions - Lost Assessment	-	-	-	-	-	-	-	-	-	-	-	-	-
	ARB Taxation \$ Gained/Lost - Refunded	-	-	-	-	-	-	-	-	-	-	-	-	-
	Section 357's & Rebates Processed	-	-	-	-	-	-	-	14	10	20	-	-	44
	Section 357's & Rebates - Lost Assessment	-	-	-	-	-	-	-	303,700	58,900	19,400	-	-	382,000.00
	Section 357's & Rebates Taxation \$ Gained/Lost - Refunded	-	-	-	-	-	-	-	(10,844.39)	(1,055.02)	(2,139.49)	-	-	(14,038.90)
	Other Approved Write Offs	-	-	-	-	-	-	-	-	-	-	-	-	-
	Charity Rebates Completed	-	1	-	-	-	-	2	-	-	-	-	-	3
	Charity Rebate Refunded \$	-	(2,790.00)	-	-	-	-	(7,642.79)	-	-	-	-	-	(10,432.79)
	Supplementals Processed	-	-	-	-	-	-	2	8	-	4	-	17	31
Supplementals \$	-	-	-	-	-	-	327.19	750.56	-	1,066.28	-	18,897.96	21,041.99	
Total Properties \$ Gained/Lost	4,027.87	(2,603.29)	746.83	-	-	(7,315.60)	1,497.39	(10,396.29)	11.26	(2,139.49)	18,897.96	2,726.64		

Accounts Receivable	Accounts Receivable < 30 Days	54,851.93	34,157.73	96,638.80	93,886.00	48,874.62	66,900.95	17,212.22	51,470.91	85,886.50	44,482.86	74,799.75	
	Accounts Receivable 31-60 Days	41,691.74	50,224.99	10,162.16	27,142.37	36,311.10	21,230.82	7,187.59	3,654.92	21,082.99	4,148.86	12,756.65	
	Accounts Receivable 61-90 Days	2,122.22	-	30,681.92	660.89	14,488.65	19,156.86	1,158.59	311.40	2,536.14	137.66	1,797.09	
	Accounts Receivable > 90 Days	0.48	727.78	75.48	639.71	874.59	14,585.58	3,176.84	121.41	279.27	365.73	492.14	
	Total Accounts Receivable	98,666.37	85,110.50	137,558.36	122,328.97	100,548.96	121,874.21	28,735.24	55,558.64	109,784.90	49,135.11	89,845.63	
	Collections - Actions in progress	-	-	-	-	-	-	-	-	-	-	-	-
Collection \$ Recovered	-	-	-	-	-	-	-	-	-	-	-	-	

Water & Sewer	Water Disconnects	-	1	-	1	4	-	-	1	-	-	-	7
	Water Reconnections	-	-	-	-	-	2	-	-	-	-	-	2

Capital	Grant Claims Submitted	577,235	-	434,080	-	-	-	7,457	-	-	12,583	73,200	1,104,555
	Grant Claims Received (Incl. prev. years claim)	143,516	1,257,678	196,928	16,082	134,183	595,041	2,900,110	-	7,457	410,127	164,951	5,826,072

Vital Statistics	Marriage Licenses Issued	-	-	1	1	-	-	2	2	1	-	-	7
	Marriage Ceremonies Performed	-	-	-	1	1	-	2	2	2	-	-	8
	Death Registrations - Local	2	2	1	7	3	5	3	-	1	6	1	31
	Death Registrations - Non-Local	6	2	4	4	5	11	3	7	4	10	1	57



**Municipality of Wawa
2023 Key Indicators**



Description	January	February	March	April	May	June	July	August	September	October	November	Total
Cemetery Interments	-	-	-	-	1	2	4	4	1	1	3	16

Payments Received	Payments Made Online	683	742	255	492	793	777	308	516	570	445	189	5,770
	Payments Made In Person/by Mail	254	268	113	202	375	277	196	215	188	201	110	2,399
	Payments Made through PAP - Taxes	349	455	348	456	348	352	351	461	352	360	111	3,943
	Payments Made through PAP - Water	350	268	268	267	269	274	273	274	271	358	75	2,947

Employees	Full Time - Permanent	30	30	29	28	28	28	28	28	29	29	29	
	Part Time - Permanent	8	8	8	8	8	7	7	7	7	7	7	
	Contract	2	1	1	1	3	3	3	3	3	2	2	
	Student	3	3	3	0	5	8	15	7	1	4	4	
	Total Employees	43	42	41	37	44	46	53	45	40	42	42	