From:

craig.d

Sent:

Tuesday, October 30, 2018 2:34 PM

FW: 2019 Billing Statement - Temagami M

To:

Tammy Lepage

Cc: Subject: Roxanne St. Germain

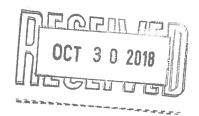
Attachments:

2019 Annual Billing Letter for Municipalities (20Sep18) Eng.pdf; Temagami.pdf

From Patrick's Email

For incoming please

I. Craig Davidson
Treasurer/Administrator
Municipality of Temagami
7 Lakeshore Dr, PO Box 220
Temagami, ON POH 2HO
705-569-3421 x204
craig.d@temagami.ca



File Elincoming Other Mayor Ocouncil 1 OA CAO DE Building OF Finance OS OC Parks & Rec OS OC Planning OS OC Public Wks OS OC PPP DE Social Services OF OCOUNCE OF OR OTHER OF OTHER OF OTHER OF OTHER OF OTHER OF OTHER OF O

From: OPP MPB Financial Services Unit (OPP) [mailto:OPP.MPB.Financial.Services.Unit@opp.ca]

Sent: Monday, September 24, 2018 12:54 PM

To: Vacant CAO <cao@temagami.ca>; Vacant Finance <finance@temagami.ca>

Subject: 2019 Billing Statement - Temagami M

Good afternoon;

Please find attached a letter and the 2019 OPP Annual Billing Statement package for your municipality. Historically the OPP printed and mailed a copy of this package directly to the municipality in addition to providing a copy via e-mail. This year we will not be providing printed copies of the package due to the uncertainty of a postal strike combined with an initiative to be more environmental-friendly and cost-effective.

We wish to advise you this year's package does not contain information about the 2019 Court Security Prisoner Transportation grant allotment. The Ministry of Community Safety and Correctional Services has not provided the OPP with information regarding the grant to date. When this information becomes available we will advise municipalities about their 2019 grant entitlement via e-mail this fall. The remaining entitlement for the 2018 CSPT grant (net of any required reconciliation adjustment) will be issued to municipalities by Ontario Shared Services next week.

If you have any questions about the package please contact OPP.MPB.Financial.Services.Unit@opp.ca.

Respectfully,

Your Municipal Policing Bureau Financial Services Team

**Audrey Sage** 

**Eva Lokay** 

**Manon Desjardins** 

Amber Thompson-Carroll

Catherine McCauley

Ontario Provincial Police Police provinciale de l'Ontario



#### Municipal Policing Bureau Bureau des services policiers des municipalités

777 Memorial Ave. Orillia ON L3V 7V3 777, avenue Memorial Orillia ON L3V 7V3

Tel: 705 329-6200 Fax: 705 330-4191 Tél. : 705 329-6200 Téléc.: 705 330-4191

File Reference:

612-20

September 24, 2018

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2019 Annual Billing Statement package.

This year's billing package includes a statement for the 2017 year-end reconciliation. The final cost adjustment calculated as a result of the 2017 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2019 calendar year.

The OPPA Uniform and Civilian Collective Agreements expire on December 31, 2018 and negotiations are underway for the next agreement. Estimated salary rates incorporated in the 2019 municipal policing annual statements are set to reduce the risk of municipalities potentially incurring significant reconciliation adjustments. A 1.9% general salary rate increase has been estimated based on current trends of municipal policing salaries.

The final reconciliation of the 2019 annual costs will be included in the 2021 Annual Billing Statement.

For more detailed information on the 2019 Annual Billing Statement package please refer to resource material available on the internet, <a href="www.opp.ca/billingmodel">www.opp.ca/billingmodel</a>. Further, the Municipal Policing Bureau will be hosting a webinar information session in October. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

M.M. (Marc) Bedard Superintendent Commander,

Municipal Policing Bureau

Now Besters

# **OPP 2019 Annual Billing Statement**

### Temagami M

Estimated cost for the period January 1 to December 31, 2019

Please refer to www.opp.ca for 2019 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	<b>Property Counts</b>	_		X
	Household	1,449		
	Commercial and Industrial	73		
	Total Properties	1,522	189.54	288,480
Calls for Service	(see summaries)			
	Total all municipalities	156,778,914		
	Municipal portion	0.0708%	72.96	111,047
Overtime	(see notes)		8.23	12,521
Prisoner Transportation	(per property cost)		2.27	3,455
Accommodation/Cleaning Services	(per property cost)	_	4.90	7,458
Total 2019 Estimated Cost		=	277.90	422,961
Year Over Year Variance (estimate fo	r the year is not subject to ph	ase-in adjustment)		
2018 Estimated Cost per Property			275.98	
2019 Estimated Cost per Property (se	e above)		277.90	
Cost per Property Variance		(Increase)	1.91	
2017 Year-End Adjustment	(see summary)			(5,348)
Grand Total Billing for 2019				417,613
2019 Monthly Billing Amount				34,801

### **OPP 2019 Annual Billing Statement**

#### Temagami M

Estimated cost for the period January 1 to December 31, 2019

#### **Notes to Annual Billing Statement**

- 1) Municipal Base Services and Calls for Service Costs The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2019 billing purposes the allocation of the municipal workload in detachments has been calculated to be 56.2 % Base Services and 43.8 % Calls for Service. The total 2019 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$189.54 estimated for 2019. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2014, 2015, 2016 and 2017 has been analyzed and averaged to estimate the 2019 costs. The costs incorporate the estimated 2019 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2019 hours and salary rates and included in the 2021 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT)- Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. 2019 costs have been based on 2017 security activity. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. These costs will be reconciled to the actual cost of service required in 2019.
  - The Ministry of Community Safety and Correctional Services (MCSCS) has not finalized the 2019 municipal grant allocations and therefore the grant allocation has not been included in the annual billing statements. Municipalities will be notified of their 2019 grant allocation in the fall of 2018 and the 2019 municipal CSPT grants will be credited to municipalities in 2019, 25% in February and the remainder by September. Please note that a review of 2018 reconciled costs will need to be compared to the actual grant allocated for 2018. If the grant amount is more than the reconciled costs, an adjustment will be made to your 2019 grant allocation.
- 6) Year-end Adjustments The 2017 adjustment accounts for the difference between the amount billed (excluding grants and revenue) based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. All costs in the Annual Billing Statement have a salary component. The delay in the settlement of the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements resulted in an estimate of the 2017 general salary rate increase. The actual weighted average cost of a uniform FTE decreased slightly (0.6%) from the estimated rate. The salary rate reconciliation impact on the cost of Base Services and Calls for Service costs of the municipality is minimal. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security. These costs are reconciled considering not only salary and benefit rate updates but also the extent of service provided during the year.

# OPP 2019 Estimated Base Services and Calls For Service Cost Summary For the Period January 1 to December 31, 2019

Salaries and Benefits				Total Base Services and	Base	Calls for
		Base		Calls for Service	Services	Service
Uniform Members (Note 1)	FTE	%	\$/FTE	\$	\$	\$
Inspector	25.77	100.0	158,283	4,078,953	4,078,953	•
Staff Sergeant-Detachment Commander	11.41	100.0	141,618	1,615,861	1,615,861	-
Staff Sergeant	32.05	100.0	132,190	4,236,690	4,236,690	-
Sergeant	222.66	56.2	118,511	26,387,659	14,823,356	11,564,303
Constables	1,809.53	56.2	100,708	182,234,147	102,367,668	79,866,479
Part Time Constables	5.44	56.2	80,183	436,196	245,360	190,836
Total Uniform Salaries	2,106.86			218,989,506	127,367,887	91,621,618
Statutory Holiday Payout			3,564	7,489,461	4,315,256	3,174,205
Shift Premium			685	1,395,777	784,065	611,712
Benefits (Full-time 28.09%, Insp. 27.06%, Part-time 14.739	%)			61,413,863	35,702,846	25,711,017
Total Uniform Salaries & Benefits		-	137,308	289,288,606	168,170,054	121,118,552
Detachment Civilian Members (Note 1)						
Court Officer	15.57	56.2	65,648	1,022,139	574,420	447,719
Detachment Administrative Clerk	173.14	56.2	64,693	11,200,946	6,292,041	4,908,905
Detachment Clerk Typist	0.44	56.2	57,362	25,239	14,341	10,899
Detachment Operations Clerk	1.67	56.2	63,077	105,339	59,292	46,046
Crime Stopper	0.81	56.2	60,159	48,729	27,673	21,056
Total Detachment Civilian Salaries	191.63	1		12,402,392	6,967,767	5,434,625
Benefits (26.10% of Salaries)		1		3,237,024	1,818,587	1,418,437
Total Detachment Civilian Salaries & Benefits		1	81,613	15,639,416	8,786,354	6,853,062
Support Staff (Salaries and Benefits) (Note 2)						
Communication Operators			6,564	13,829,429	7,967,711	5,861,718
Prisoner Guards			1,715	3,613,265	2,081,753	1,531,512
Operational Support			4,642	9,780,044	5,634,692	4,145,352
RHQ Municipal Support			2,477	5,218,692	3,006,706	2,211,986
Telephone Support			122	257,037	148,090	108,947
Office Automation Support			644	1,356,818	781,719	575,098
Mobile and Portable Radio Support			188	397,112	228,779	168,333
Total Support Staff Salaries and Benefits				34,452,397	19,849,450	14,602,947
Total Salaries & Benefits				339,380,420	196,805,859	142,574,561
Other Direct Operating Expenses (Note 2)						
Communication Center			182	383,449	220,921	162,528
Operational Support			811	1,708,663	984,432	724,231
RHQ Municipal Support			232	488,792	281,613	207,178
Telephone			1,373	2,892,719	1,666,616	1,226,103
Mobile Radio Equipment Maintenance			163	344,305	198,356	145,949
Office Automation - Uniform			2,140	4,508,680	2,597,639	1,911,041
Office Automation - Civilian			1,685	322,897	181,407	141,489
Vehicle Usage			8,351	17,594,388	10,136,861	7,457,527
Detachment Supplies			539	1,135,598	654,265	481,332
Uniform & Equipment			1,944	4,106,311	2,365,673	1,740,638
Uniform & Equipment Court officer			929	14,465	8,129	6,336
Total Other Direct Operating Expenses				33,500,265	19,295,913	14,204,352
Total 2019 Municipal Base Services and Calls	for Service	e Cost		372,880,686	216,101,772	156,778,914
Total OPP-Policed Municipal Properties					1,140,112	

# OPP 2019 Estimated Base Services and Calls For Service Cost Summary For the Period January 1 to December 31, 2019

#### **Notes**

Total Base Services and Call for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2014 through 2017. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 89.03 FTEs with a cost of \$14,357,486 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2019 salaries were estimated based on the 2018 rates set in the 2015 to 2018 OPPA Uniform and Civilian Collective Agreements with an estimated overall general salary rate increase of 1.9% for 2019 applied. The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2018-19). Salary rates, Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 56.2% Base Services: 43.8% Calls for Service.

2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2018 Municipal Policing Cost-Recovery Formula.

## **OPP 2019 Calls for Service Billing Summary**

### Temagami M

Estimated cost for the period January 1 to December 31, 2019

		Call	s for Servic	e Count		2019	Total	% of Total	2019 Estimated
Calls for Service Billing Workgroups 2014 2	2015	2016	2017	Four Year Average	Average Time Standard	Weighted Time	Provincial Weighted Time	Calls for Service Cost	
					Α	В	C = A * B		
	•				(Note 1)			(Note 2)	(Note 3)
Drug Possession	11	1	2	3	4	6.4	27	0.0017%	2,658
Drugs	-	2		1	1	37.0	28	0.0017%	2,711
Operational	85	100	65	65	79	3.6	284	0.0177%	27,701
Operational 2	36	29	34	22	30	1.3	39	0.0025%	3,842
Other Criminal Code Violations	8	5	5	3	5	7.9	41	0.0026%	4,053
Property Crime Violations	93	61	53	73	70	6.8	476	0.0297%	46,510
Statutes & Acts	11	8	3	10	8	3.3	26	0.0016%	2,579
Traffic	18	8	12	9	12	3.4	40	0.0025%	3,903
Violent Criminal Code	11	9	7	17	11	15.9	175	0.0109%	17,090
Total	273	223	181	203	220		1,137	0.0708%	111,047
Provincial Totals (Note 4)	381,258	363,779	364,615	368,194	369,462		1,604,533	100.0%	156,778,914

# Notes to Calls for Service Billing Summary

- 1) Showing no decimal places, for billing purposes the exact calculated numbers have been used
- 2) Showing 4 decimal places here, for calculations 9 decimal places have been used
- 3) Costs rounded to 0 decimals
- 4) Provincial Totals exclude data for both municipal dissolutions and amalgamations

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# **OPP 2019 Calls for Service Details**

## Temagami M

Calls for Service Billing Workgroups		Four Year			
Calls for Service Billing Workgroups	2014	2015	2016	2017	Average
Count Tatal	272	222	404	202	220.00
Grand Total	273	223	181	<b>203</b>	220.00
Drug Possession	11	1	2		4.25
Drug Related Occurrence	1	0	0	1	0.50
Possession - Cannabis	10	0	2	1	3.25
Possession - Cocaine	0	1	0	0	0.25
Possession - Other Controlled Drugs and Substances Act	0	0	0	1	0.25
Drugs	0	2	0	1	0.75
Drug Operation - Residential Grow Indoor	0	0	0	1	0.25
Production - Cannabis (Marihuana) (Cultivation)	0	1	0	0	0.25
Trafficking - Cannabis	0	1	0	0	0.25
Operational	85	100	65	65	78.75
Alarm - Others	0	1	0	0	0.25
Animal - Bear Complaint	8	16	1	2	6.75
Animal - Dog Owners Liability Act	0	0	0	1	0.25
Animal - Left in Vehicle	0	3	2	0	1.25
Animal - Master Code	1	0	0	0	0.25
Animal - Other	2	1	0	1	1.00
Animal Injured	0	1	0	0	0.25
Animal Stray	0	0	2	2	1.00
Assist Fire Department	2	0	0	2	1.00
Assist Public	7	23	16	15	15.25
Compassionate Message	0	1	0	1	0.50
Distressed / Overdue Motorist	2	2	0	0	1.00
Domestic Disturbance	9	6	6	5	6.50
Family Dispute	5	3	3	1	3.00
Fire - Building	1	0	1	0	0.50
Fire - Other	0	1	1	0	0.50
Fire - Vehicle	0	1	0	0	0.25
Found - Gun	0	0	2	0	0.50
Found - Household Property	0	2	0	0	0.50
Found - License Plate	0	1	0	0	0.25
Found - Others	3	3	0	2	2.00
Found - Personal Accessories	2	1	0	1	1.00
Found - Sporting Goods, Hobby Equip.	0	0	1	1	0.50
Found - Vehicle Accessories	0	0	0	1	0.25
Found Property - Master Code	1	1	1	2	1.25
Insecure Condition - Building	1	1	0	0	0.50
Lost - Accessible Parking Permit	1	0	0	0	0.25
Lost - Gun	0	0	1 //	0	0.25
Lost - License Plate	2	0	0	0	0.50
Lost - Machinery & Tools	1	0	0	0	0.25
Lost - Others	0	0	0	1	0.25
Lost - Personal Accessories	1	4	2	1	2.00
Lost - Radio, TV, Sound-Reprod. Equip.	0	0	0	1	0.25
Lost - Sporting Goods, Hobby Equip.	0	0	1	0	0.25
Lost - Vehicle Accessories	0	0	0	1	0.25

# **OPP 2019 Calls for Service Details**

# Temagami M

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0 1	0	0.25
	0	0.25
	0	0.25
1 3	2	2.25
1 4	1	2.50
0 0	0	0.25
3 3	3	2.50
2 0	0	0.75
0 1	0	0.50
0 0	2	0.75
3 0	0	0.75
1 0	0	0.25
1 0	2	1.25
0 1	0	0.25
0 0	0	0.25
1 0	0	0.25
4 1	0	2.00
2 0	0	0.75
4 5	8	6.25
0 2	2	2.00
0 0	0	0.25
4 1	2	2.00
1 1	0	0.50
0 0	0	0.25
0 1	0	0.25
0 0	1	0.50
0 0	1	0.35
9 34	22	30.25
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1 20	11	15.00
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# OPP 2019 Calls for Service Details Temagami M

Calls for Service Billing Workgroups		Calls for Service Count				
Cans for Service Dining Workgroups	2014	2015	2016	2017	Average	
Property Crime Violations	93	61	53	73	70.00	
Break & Enter	50	21	19	32	30.50	
Break & Enter - Firearms	1	1	0	0	0.50	
Fraud - False Pretence Under \$5,000	0	1	1	0	0.50	
Fraud - Master Code	0	1	0	0	0.25	
Fraud - Money/property/security Over \$5,000	1	0	0	0	0.25	
Fraud - Money/property/security Under \$5,000	2	0	2	2	1.50	
Fraud - Other	3	4	2	0	2.25	
Mischief - Master Code	3	4	1	7	3.75	
Mischief Graffiti - Non-Gang Related	1	0	0	0	0.25	
Possession of Stolen Goods under \$5,000	1	0	0	0	0.25	
Property Damage	1	1	1	0	0.75	
Theft from Motor Vehicles Under \$5,000	0	0	3	0	0.75	
Theft of - All Terrain Vehicles	0	0	0	1	0.25	
Theft of - Other Motor Vehicles	1	0	0	0	0.25	
Theft of - Snow Vehicles	1	0	3	2	1.50	
Theft of Motor Vehicle	2	1	0	0	0.75	
Theft Over \$5,000 - Boat (Vessel)	0	1	1	1	0.75	
Theft Over \$5,000 - Mail	0	0	0	1	0.25	
Theft Over \$5,000 - Other Theft	0	0	0	1	0.25	
Theft Under \$5,000 - Bicycles	0	0	0	1	0.25	
Theft Under \$5,000 - Boat (Vessel)	2	2	0	0	1.00	
Theft Under \$5,000 - Boat Motor	1	3	1	3	2.00	
Theft Under \$5,000 - Construction Site	1	0	0	1	0.50	
Theft Under \$5,000 - Gasoline Drive-off	12	13	13	11	12.25	
Theft Under \$5,000 - Master Code	4	2	1	1	2.00	
Theft Under \$5,000 - Other Theft	5	5	3	9	5.50	
Theft Under \$5,000 - Persons	0	0	1	0	0.25	
Theft Under \$5,000 - Trailers	0	0	1	0	0.25	
Theft Under \$5,000 Shoplifting	1	1	0	0	0.50	
Statutes & Acts	11	8	3	10	8.00	
Landlord / Tenant	7	0	0	1	2.00	
Mental Health Act	3	2	1	0	1.50	
Mental Health Act - Attempt Suicide	1	3	1	3	2.00	
Mental Health Act - Threat of Suicide	0	0	0	3	0.75	
Mental Health Act - Voluntary Transport	0	0	0	1	0.75	
Trespass To Property Act	0	3	1	2	1.50	
Traffic	18	8	12	9	11.75	
MVC - Others (Motor Vehicle Collision)	1	0	0	0	0.25	
MVC - Personal Injury (Motor Vehicle Collision)	1	2	1	2	1.50	
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	1	0		2		
			1		1.00	
MVC - Prop. Dam. Non Reportable	4	2	1	3	2.50	
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	9	4	9	2	6.00	
MVC (Motor Vehicle Collision) - Master Code	2	0	0	0	0.50	
Violent Criminal Code	11	9	7	17	11.00	

# **OPP 2019 Calls for Service Details**

# Temagami M

Calls for Service Billing Workgroups		Four Year			
	2014	2015	2016	2017	Average
Assault With Weapon or Causing Bodily Harm - Level 2	1	0	0	3	1.00
Criminal Harassment	2	3	1	3	2.25
Extortion	0	0	1	0	0.25
Indecent / Harassing Communications	0	0	0	1	0.25
Invitation to Sexual Touching	1	0	0	0	0.25
Sexual Assault	0	1	2	1	1.00
Sexual Assault With a Weapon	0	0	0	1	0.25
Utter Threats to Person	2	3	2	2	2.25

# **OPP 2017 Reconciled Year-End Summary**

## Temagami M

Reconciled cost for the period January 1 to December 31, 2017

			Cost per Property \$	Total Cost \$
Base Service	Property Counts	_		
	Household	1,449		
	Commercial and Industrial	92		
	Total Properties	1,541	190.38	293,376
Calls for Service				
	Total all municipalities	146,777,213		
	Municipal portion	0.0725%	69.10	106,480
Overtime			7.36	11,338
Prisoner Transportation	(per property cost)		2.16	3,329
Accommodation/Cleaning Services	(per property cost)	_	4.85	7,474
Total 2017 Reconciled Cost		_ =	273.85	421,996
Year Over Year Variance (reconciled	cost for the year is not subjec	t to phase-in adjust	tment)	
2016 Reconciled Cost per Property			273.41	
2017 Reconciled Cost per Property (s	ee above)		273.85	
Cost per Property Variance		(Increase)	0.44	
2017 Billed Amount				(427,344)
2017 Year-End-Adjustment				(5,348)

## Note

The Year-End adjustment above will be included as an adjustment on the 2019 Billing Statement. This amount will be incorporated into the monthly invoice amount for 2019.

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