

CORPORATION OF THE MUNICIPALITY OF CALVIN

1355 Peddlers Drive, RR #2
Mattawa, Ontario P0H 1V0

Phone: 705-744-2700
Fax: 705-744-0309
Email: clerk@calvintownship.ca

April 9, 2020

NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held electronically at 7 p.m. on Tuesday April 14, 2020.

If a member of the public is interested in joining the meeting electronically, please contact the Municipal office for details.

If you are unable to be in attendance it is greatly appreciated that you notify the undersigned in advance.

Thank you.

Best regards;

Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

AGENDA
REGULAR COUNCIL MEETING
Tuesday April 14, 2020 at 7:00 p.m.
ELECTRONICALLY

- 1. CALL TO ORDER**
- 2. WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
- 3. PETITIONS AND DELEGATIONS**
- 4. REPORTS FROM MUNICIPAL OFFICERS**
Chris Whalley, Roads Superintendent – Written Report Only
Dean Maxwell, Fire Chief – Written Report Only
Jacob Grove, Recreation, Landfill, Cemetery
Shane Conrad, Chief Building Official – Written Report Only
- 5. REPORTS FROM COMMITTEES**
None
- 6. ACTION LETTERS**
 - A) Minutes of Special Council Meeting
Adopt Minutes of Wednesday, March 25/20
 - B) Calvin Recreation Department
REVIEW Ice Building and Maintenance Manual
 - C) By-Law No 2020-009
Amendment to Social Media Policy to Include Citizens Alert App.
 - D) Municipality of Calvin Landfill
Function Using Winter Hours During Covid -19 Pandemic
 - E) Report from Clerk-Treasurer
Report 2020CT16 - Best Practices for Electronic Meetings
 - F) Municipality of Calvin
Authorization to Develop a Best Practices for Electronic Meetings Document
 - G) Report from Clerk-Treasurer
Report 2020CT17 – Additional Fire Department Insurance Coverage
 - H) Municipality of Calvin
Authorization to increase volunteer fire fighters disability benefit and when
 - I) By-Law No. 2020-010
A By-Law to Confirm the Proceedings of Council for First Quarter (January 1, 2020 to March 31, 2020)
 - J) Municipality of Calvin Landfill
By-Law No 2019-021 “Landfill By-Law” TEMPORARY EXEMPTION
 - K) Provincial Offences Act
Enforcement of Emergency Management and Civil Protection Act
 - L) Municipality of Calvin
Council/Management Discussion - 2020 Preliminary Municipal Budget
 - M) Municipality of Calvin
Council Remuneration for 2020 year

7. INFORMATION LETTERS

- | | | |
|----|--|--|
| A) | The Corporation of the Town of Midland | Direct Payment of Federal Funds to Municipalities to Waive Property Taxes for the Year 2020 - Financial help to alleviate the suffering from COVID-19 Pandemic |
| B) | Town of Kingsville | Electricity Billing Relief During Covid 19 Pandemic |
| C) | Ministry of Transportation | Response to Municipality of Calvin Letter regarding Hwy 630 |
| D) | Cassellholme- Home for the Aged | 2020 Levy |

8. INFORMATION LETTERS AVAILABLE

9. OLD AND NEW BUSINESS

10. ACCOUNTS APPROVAL REPORT

- 11. CLOSED PORTION**
- As per Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees and Section 239 (2)(d) labour relations or employee negotiations (RE: Covid-19 Pandemic Issues as well as Individual Staff and Contract Employee Remuneration for the 2020 budget).

- | | | |
|---|----------|--|
| 12. BUSINESS ARISING FROM CLOSED SESSION | C2020-08 | Adopt Minutes of Last Closed Portion Held on Tuesday, January 14, 2020 |
| | C2020-09 | Re: Directives to Staff Regarding Covid-19 Pandemic Issues and Individual Staff and Contract Employee Remuneration for the 2020 Budget |
| | C2020-10 | Adjourn Closed Portion |

13. NOTICE OF MOTION

14. ADJOURNMENT

**MUNICIPALITY OF CALVIN
REPORT TO COUNCIL**

REPORT DATE: CW04-14-2020

PREPARED BY: Roads Superintendent
: Chris Whalley

SUBJECT: Roads Report
Roads Department

Municipality of Calvin
1331 Peddlers Drive
R.R. #2 Mattawa, ON
POH 1V0
Office ph 705 744-2700
Garage ph 705-744-2210
Fax: 705 744 0309
roads@calvintownship.ca

- Sand Dome, heat was turned off March 10th
- Winter Sand, there is approximately 500 tonne of sand remaining
- Load Restrictions, signs were put up March 13th, expected to remove load restrictions May 15th to May 22nd pending weather conditions
- Grading, we started grading gravel roads March 9th, cutting frost heaves and filling pot holes
- Installed and set up the new eliminator on the rear of the new grader, and continue to grade gravel roads once a week or as needed.
- One of the castor wheel axels, on the eliminator was bent, Craig Equipment will replace and take care of any issues 100%
- Bought 2 new rear 19.5L 24 tires for backhoe, Installed one on backhoe and kept one for inventory (spare)
- Culvert and Ditches, all ditches were plowed out with grader and culvert ends dug out with backhoe. Water is flowing well with no real flooding issues this year. There was very few frozen culverts to steam out this year also.
- Sweeper, attached sweeper March 26th to backhoe and started sweeping main road, hard surface, and parking lots at office and fire hall. Ordered in new brush kit and will be replacing the worn brushes soon
- COVID-19, Road Crew Staff, we are trying to maintain a healthy work environment by physically distancing and wiping down machines, tools, door handles, bathroom etc, with disinfectant every day. Posted a sign on the main man door (Closed to Public) parts delivery boxes to be placed just inside the door

Municipality of Calvin Fire Department monthly report

Report Date: March, 2020

Originator: Dean Maxwell-Fire Chief

Responded Alarm's

No call for the month of March

Meeting nights/Training

Mar, 5, 20/ Meeting night: FFA meeting/Truck checks

Mar, 12, 20/ Meeting night: Chain saw course .

All other meeting shut down due to covid 19.

Fleet Status report

Bod lock from Fort Garry is try to get Pt#2 painted in Sudbury

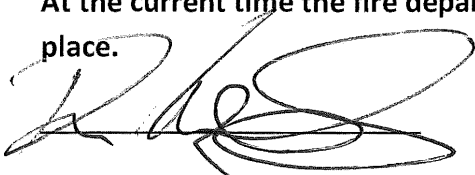
Pumper is having seals changed in the pump before pump test in April.

Chief's report

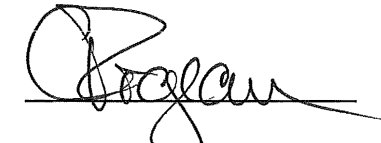
Meetings were closed on Mar 16, 20 due to covid 19.

Wait the return of BA parts from SPI after 2 months.

At the current time the fire department is well and healthy and have safety measures in place.



Dean Maxwell



Cindy Pigeau

MUNICIPALITY OF CALVIN
REPORT TO COUNCIL
Recreation, Cemetery, Landfill JG2020-06

REPORT DATE: 08/04/2020

PREPARED BY: Jacob Grove; Landfill, Cemetery, Recreation Superintendent

SUBJECT: Council Report

Recreation

The lawn equipment has been brought out of storage and is receiving its spring maintenance.

I have spoken with the company installing the new door in the Community Center, the correct door has been order. They could not provide an expected delivery date due to manufacturing delays around COVID-19.

The rink lights were turned off on March 11th do to deteriorating ice conditions. With the mild winter, we had the investment of the rink liner paid off allowing the Calvin Rink to remain open when others in our area closed.

Historical Rink Information

Year	Date Started	Lights On	Lights Off	Water Used Before Lights On	Total Water for Year	Hours Worked Before Lights On	Total Hours for Year	Number of Days Lights On
2020	Dec 02 th , 2019	Dec 23 rd 2019	Mar 11 th	20,200 Gallons	31,200	75	142.5	79
2019	Nov 23 rd , 2018	Jan 07 th	Apr 04 th	20,200 Gallons	46,400 Gallons	71.5 (22.5 fire, plus volunteers) 94	173 (25.5 fire, plus volunteers) 201.5	87
2018	Dec 14 th 2017	Jan 22 nd	Mar 26 th	20,100 Gallons	21,300 Gallons	66.5	108	64
2017	Dec 06 th 2016	Jan 13 th	Feb 28 th	27,500 Gallons	35,900 Gallons	106.5	200	47
2016	Jan 04 th 2016	Jan 20 th	Mar 09 th	14,500 Gallons	33,200 Gallons	50	118.5	49
2015	Dec 03 rd 2014	Dec 30 th 2014	Mar 13 th	19,000 Gallons	27,000 Gallons	53	135	74
2014	Dec 06 th 2013	Dec 20 th 2013	Mar 30 th	22,000 Gallons	31,500 Gallons	27	102	101
2013	Dec 11 th 2012	Jan 18 th	Mar 11 th	18,000 Gallons	28,500 Gallons	42	101.5	52

2012	Dec 02 nd 2011	Jan 16 th	Mar 08 th	16,550 Gallons	21,550 Gallons	23.5 (5 time the fire department flooded with no hours reported. Assuming 2 people at 2 hrs a flooding add 20 hrs) 43.5	54.5 (8 time the fire department flooded with no hours reported. Assuming 2 people at 2 hrs a flooding add 32 hrs) 86.5	52
2011	Dec 07 th 2010	Dec 23 2010	Mar 15 th	12,500 Gallons	20,000 Gallons	20.5	68	83
2010	Dec 22 nd 2009	Feb 05 th	Mar 05 th	24,500 Gallons	28,500 Gallons	67.5	79.5	28

Spring clean-up is expected to start this month, weather permitting.

Landfill

There have been several changes implemented at the Landfill to protect staff and residents:

- 1 - We are now asking residents to sort their recycling into blue bins that staff will empty the blue bins into the roll off bin. This was done to prevent staff from handling material from someone infected with COVID-19
- 2 - Staff have stopped cutting card. This was done to prevent the community spread of COVID-19 in Calvin.
- 3 - There is a designated route set up in the Landfill. This was done to prevent more than 5 people from gathering around the recycling area.

I am asking Council to pass a motion to allow for the temporary exemption to the Landfill by-law. This exemption would allow for divertible materials to be included with garbage. As Council has indicated that they do not want staff to force residents to sort recycling. If this motion is not pass as a resolution then anyone dumping divertible material with garbage would be guilt of an offence under that Landfill by-law and could be fined up to \$10,000 under the Municipal Act.

I would like Council to consider passing a motion to allow the Landfill to operate temporarily under the winter hour schedule. As provincial parks are closed and gathering of over 5 people are banned in Ontario it reasonable to expect use of the Landfill on Tuesdays will stay similar to the winter until these restrictions are lifted.

Cemetery

Spring clean-up is expected to begin this month, weather permitting.

Municipal Enforcement

There have been 2 new cases open this month.

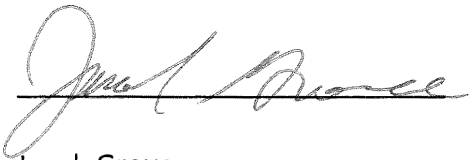
On March 27th I was informed that government signed a ministerial designation under the *Provincial Offences Act* to authorize the by-law enforcement officers of any municipality to enforce EMCPA orders.

Emergency Management and Civil Protection Act

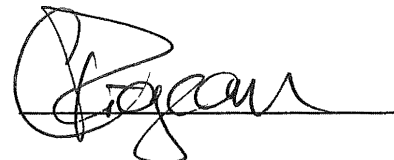
Item	Offence	Section	Set Fine	Previous Set Fine
1.	Fail to comply with an order made during a declared emergency	7.0.11 (1) (a)	\$750.00	New
2.	Obstruct any person exercising a power in accordance with an order made during a declared emergency	7.0.11 (1) (a)	\$1000.00	New
3.	Obstruct any person performing a duty in accordance with an order made during a declared emergency	7.0.11 (1) (a)	\$1000.00	New

I am asking Council to pass a motion indicating how they want this enforced (complaint driven or actively searching for violations).

Respectfully submitted;



Jacob Grove
Landfill, Cemetery, Recreation Superintendent
Municipality of Calvin
1355 Peddlers Drive
R.R. #2 Mattawa, ON
POH 1V0
Phone: 705 744-2700
Fax: 705 744-0309
fire@calvintownship.ca



Cindy Pigeau
Clerk - Treasurer
Municipality of Calvin



MUNICIPALITY OF CALVIN

1355 PEDDLERS DRIVE, MATTAWA ON, P0H 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

building@calvintownhsip.ca • www.calvintownship.ca

BUILDING REPORT

MONTH: Feb 2020

1. NUMBER OF PERMITS ISSUED	0
2. TOTAL MONTHLY VALUE	0
3. TOTAL FEES COLLECTED	0
4. TOTAL BUILDING VALUE TO DATE	0
5. TOTAL FEES COLLECTED TO DATE	0

COMMENTS:

No permits to report.


SHANE CONRAD
CHIEF BUILDING OFFICIAL



MUNICIPALITY OF CALVIN

1355 PEDDLERS DRIVE, MATTAWA ON, POH 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

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BUILDING REPORT

MONTH: March 2020

1. NUMBER OF PERMITS ISSUED	2
2. TOTAL MONTHLY VALUE	\$72,000
3. TOTAL FEES COLLECTED	\$385
4. TOTAL BUILDING VALUE TO DATE	\$72,000
5. TOTAL FEES COLLECTED TO DATE	\$385

COMMENTS:

Permit: 01-2020 Type: Demolition

Value: \$2,000 Fee: \$75

02-2020

Equipment Storage Shed

\$70,000

\$310


SHANE CONRAD
CHIEF BUILDING OFFICIAL

CORPORATION OF THE MUNICIPALITY OF CALVIN
MINUTES OF THE REGULAR COUNCIL MEETING WEDNESDAY MARCH 25, 2020

The regular meeting of Council was held this date by Zoom electronic meetings (due to Covid-19 pandemic). Present were Mayor Ian Pennell, Deputy Mayor Sandy Cross, Coun Dan Maxwell, Coun Heather Olmstead, Coun Dean Grant and Cindy Pigeau.

Regrets: 0

Guests: 0

The meeting was called to order at 7:02 p.m. by Mayor Pennell

PECUNIARY/CONFLICT OF INTEREST: None

PRESENTATIONS/DELEGATIONS: None

2020-065 MINUTES OF SPECIAL COUNCIL MEETING

Moved by Coun Olmstead and seconded by Coun Cross that the Minutes of the special meeting of Council held on Tuesday, March 24, 2020 be hereby adopted and signed as circulated.

Carried

2020-066 MINUTES OF REGULAR COUNCIL MEETING

Moved by Coun Olmstead and seconded by Coun Grant that the Minutes of the regular meeting of Council held on Tuesday, March 24, 2020 be hereby adopted and signed as circulated.

Carried

2020-067 SPECIAL MEETING FOR STRATEGIC PLANNING - CANCELLED

Moved by Coun Cross and seconded by Coun Maxwell that Council hereby authorizes that, due to the Covid-19 outbreak and the requirement for social distancing, the special Council meeting scheduled for Tuesday, April 7, 202 will be cancelled; and further, that depending on how the Covid-19 outbreak progresses, that authorization is hereby given to the Mayor and the Clerk-Treasurer to decide to cancel further meetings, if necessary.

2020-068 ACCOUNTS PAYABLE DURING COVID-19 OUTBREAK

Moved by Coun Olmstead and seconded by Coun Grant that authorization is hereby given for the duration of the Covid-19 Outbreak, should Regular Council Meeting need to be cancelled, for the accounts payable to be paid by the Mayor or Deputy Mayor and the Clerk-Treasurer or Administrative Assistant.

Carried

2020-069 FIRE DEPARTMENT MEETINGS CANCELLED

Moved by Coun Olmstead and seconded by Coun Cross that Council hereby acknowledges that the Calvin Fire Department will be cancelling the March 19th, and March 26th Fire Department meetings, with the option to extend the cancellation of weekly Fire Department meetings by the Fire Chief, due to the Covid-19 outbreak, should it be necessary and; further, calls will continue to be responded to but with special precautions taken to minimize the exposure of the fire fighters to the Covid-19 virus.

Carried

2020-070 AUTHORIZATION TO PROCEED WITH COMMUNITY CENTER ENTRANCE PROJECT

Moved by Coun Maxwell and seconded by Coun Grant that Council hereby authorizes the Recreation Supervisor to proceed with the Community Centre Entrance Project Plan, and; further hereby authorizes staff to spend a total maximum of \$_____ on the project as outlined in JG2020-05, and that these costs be hereby pre-approved to be included in the 2020 Final Budget.

Deferred for 3 months

2020-071 COMMUNITY HALL DOORS OPTIONS

Moved by Coun Cross and seconded by Coun Olmstead that Council hereby authorizes the Recreation Supervisor to proceed with Option #1 as per Report to Council JG2020-04 regarding the Community Hall Accessible Doors.

Carried

2020-072 NORTH BAY MATTAWA CONSERVATION AUTHORITY – LSHSC CAPITAL ASSET “ASK”

Moved by Coun Olmstead and seconded by Coun Cross that the Municipality of Calvin will not be providing the “ASK” contribution of \$728.00 towards funding for capital assets associated with the Laurentian Ski Hill and Snowboarding Club for the NBMCA 2020 Budget.

Carried

2020-073 CITIZENS ALERT APPLICATION

Moved by Coun Maxwell and seconded by Coun Grant that Council acknowledges that the 90 days trial period will be over on March 31, 2020 for the Citizens Alert Application and would like to formally enroll in the services provided by the Citizens Alert Application; and; further, would like to take advantage of the functionality of receiving Emergency Alerts from the OPP and other services through the Citizens Alert Application.

Carried

2020-074 DISBURSEMENTS

Moved by Coun Olmstead and seconded by Coun Cross that the disbursements dated March 19, 2020 in the amount of \$165,803.84 and March 24, 2020 in the amount of \$9,278.81 be hereby authorized and passed for payment.

Carried

2020-075 ADJOURNMENT

Moved by Coun Grant and seconded by Coun Maxwell that this regular meeting of Council now be adjourned at 8:45 p.m.

Carried

Mayor

Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE April 14, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“THAT Council would like the following changes made to the Ice Building Manual presented:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____

CARRIED _____

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
<u>Coun Cross</u>	_____	_____
<u>Coun Grant</u>	_____	_____
<u>Coun Maxwell</u>	_____	_____
<u>Coun Olmstead</u>	_____	_____
<u>Mayor Pennell</u>	_____	_____



Municipality of Calvin – **Ice Building and** **Maintenance Manual**

Responsibilities of Staff **and Volunteers**

The Ice Building and Maintenance Manual

Purpose:

To establish clear responsibilities staff and volunteers in the process of the building and the maintenance our outdoor ice skating rink.

Municipal Responsibilities

1. Build and maintain the municipal outdoor ice surface in conjunction with the fire department.
2. Provide suitable training for volunteers with information on how to effectively build and maintain our outdoor ice surface, how to complete the daily inspection logs, properly manage risk, health and safety procedures, etc.
3. Deliver and sign-out any necessary equipment that may include shovels, hoses, spray nozzles, etc.
4. Post appropriate signs at the ice rink to address risk management (Attachment 3).
5. Complete a thorough review of the ice rink installation on a once a week basis and document the findings on an inspection log. Discuss any observed issues or concerns with the volunteers.
6. Respond to or appropriately direct emergency situations to the proper authorities.
7. Follow-up on concerns respecting the improper use of the ice rink.
8. Periodically check all equipment for damages, especially the hockey nets. If caught in time, a minor repair is preferable and less expensive than a major one.
9. Rink signs announcing rules and hours of operation should be fastened securely out of reach of participants. Eight to ten feet above the ground is the minimum height recommended.

Volunteer Responsibilities

1. All volunteers must participate in training by Calvin staff to acknowledge their roles and responsibilities prior to the set-up and operation of an outdoor rink. Training topics will cover such aspects as proper use of equipment, maintenance and flooding techniques, managing risk and health and safety procedures and volunteer safety.
2. Volunteers are required to immediately report any serious issues, accidents or medical emergencies that they have personally observed or have been made aware of.
3. It is recommended that volunteers work in pairs throughout the winter season to help keep the ice rink properly maintained.
4. Volunteers will typically be required after 4pm on weekdays and on weekends unless otherwise requested by staff.

Ice Building and **Maintenance Procedure**

Ice Building Procedure – TO BE COMPLETED BY STAFF

How to lay the first sheet of ice.

1. Snow should be kept off the planned rink area to allow the frost to freeze the ground. This will ensure that there will be level ground for the rink liner to be installed.
2. The temperature must be consistently below freezing. Recommended temperature is between -10°C and -17°C.
3. Install the rink liner and add water to cover the shallowest point with 90 mm of water. It is recommended that the water be added from the fire truck versus a garden hose for a smoother ice surface.
4. Once water is completely frozen which should take approximately 3 – 4 days after initial flooding, install kick plate and cut off liner above kick plate.

Maintaining a Good Ice Surface

Flood as often as possible. Build up the sheet's thickness so that on mild days the rink can withstand the sun without patches of earth showing through and chunks breaking off the surface. **Caution:** Make certain that each flood is frozen solid prior to adding another.

- The ice surface must be scraped clean of all snow, ice chips, flakes and dirt before flooding. Make sure the edge of the scraper is straight.
- It is very important, when removing the snow for the ice surface, not to block the entrance used by the machinery and/or vehicles. Throw the snow clear of this entrance. The entrance for emergency access must be kept clear at all times.
- Good ice is clean ice, not covered by dirt or litter. This is primarily a participant concern, however, proper supervision will increase awareness and lessen the maintenance frustrations. Smoking on the ice surface should be discouraged as a lit cigarette butt can melt and mar a good skating surface.
- Be aware that many individuals using the rink will be wearing boots or rubbers rather than skates. Restrict the use of salt or sand in areas such as walkways, the equipment storage area, parking lot, etc. otherwise this salt or sand will eventually end up on your rink causing you maintenance problems.
- "An Ounce of Prevention" ... Ongoing repairs to cracks and chips in the ice surface is more desirable than attempting to repair damages to the ice surface through flooding alone.

The Steps for Repairing a Crack, Chip or Hole are:

1. Sweep or clean the hole of all snow or ice chips.
 2. Mix a slush mixture of snow and water.
 3. Pack the slush in the hole.
 4. Level off the slush with a shovel, trowel, hockey stick or puck, etc.
 5. (Optional) Sprinkle with a light flood of water.
 6. Keep people from skating on the spot until frozen (see diagram).
- Shell Ice ... During your flooding, whether it be on your initial sheet or ongoing throughout the winter, be aware of shell ice. Shell ice occurs when for some reason or another, an air bubble is frozen into the surface. Shell ice is characterized by a white patch of thin brittle ice that is easily broken. When broken, the layer of ice underneath is exposed.

How do you Deal with Shell Ice?

1. Break the surface.
2. Remove the brittle ice completely.
3. Pack solid with a mixture of snow and water.
4. Level with shovel, trowel, hockey stick, etc. and remove excess slush.
5. Avoid stepping or skating on this area until frozen solid (see diagram).

Care of Equipment

The proper care of equipment will insure that when it is required, it will be available. Consider the following hints or suggestions on proper maintenance:

- Please do not leave any equipment outdoors overnight and return the equipment to the storage room when not in service.
- Please do not leave shovels or brooms lying around.
- To drain the garden hose, please elevate the hose nearest the tap and walk towards the nozzle. Any water remaining within the hose should drain. This will minimize excess water or ice buildup in the hose.
- Please be certain that the water is shut off completely after every use.
- Please keep the storage area clean at all times.
- Please don't leave the storage area unlocked or unattended.
- If straw brooms are used for sweeping around the edges, please monitor when they begin to lose their straw. The presence of large amounts of straw when flooding reduces the quality of the ice. Please request a new broom when this begins to occur.

Ice Problems that May Occur

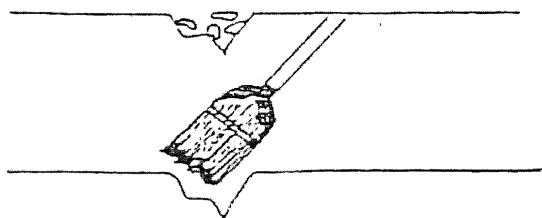
Some of the more common problems are:

1. Your nozzle doesn't fit, doesn't work or is leaking.
2. Your hose leaks or has a split.
3. Your water line is frozen or has burst.
4. Your scraper or shovel handle gets broken.
5. The storage area or ice surface has been vandalized.

The Recreation Department will provide training on general use of the equipment.

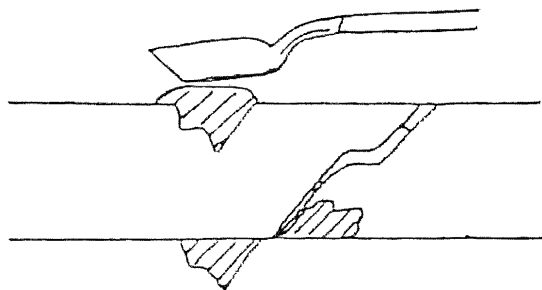
The Municipality is not responsible for the replacement or repair of damaged equipment that does not belong to the Municipality.

How to Repair Holes, Cracks or Shell Ice



Uh Oh

Clean

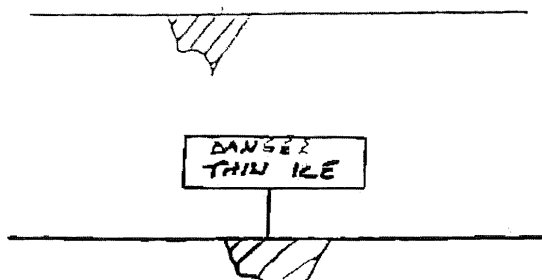


Pack Slush

Level

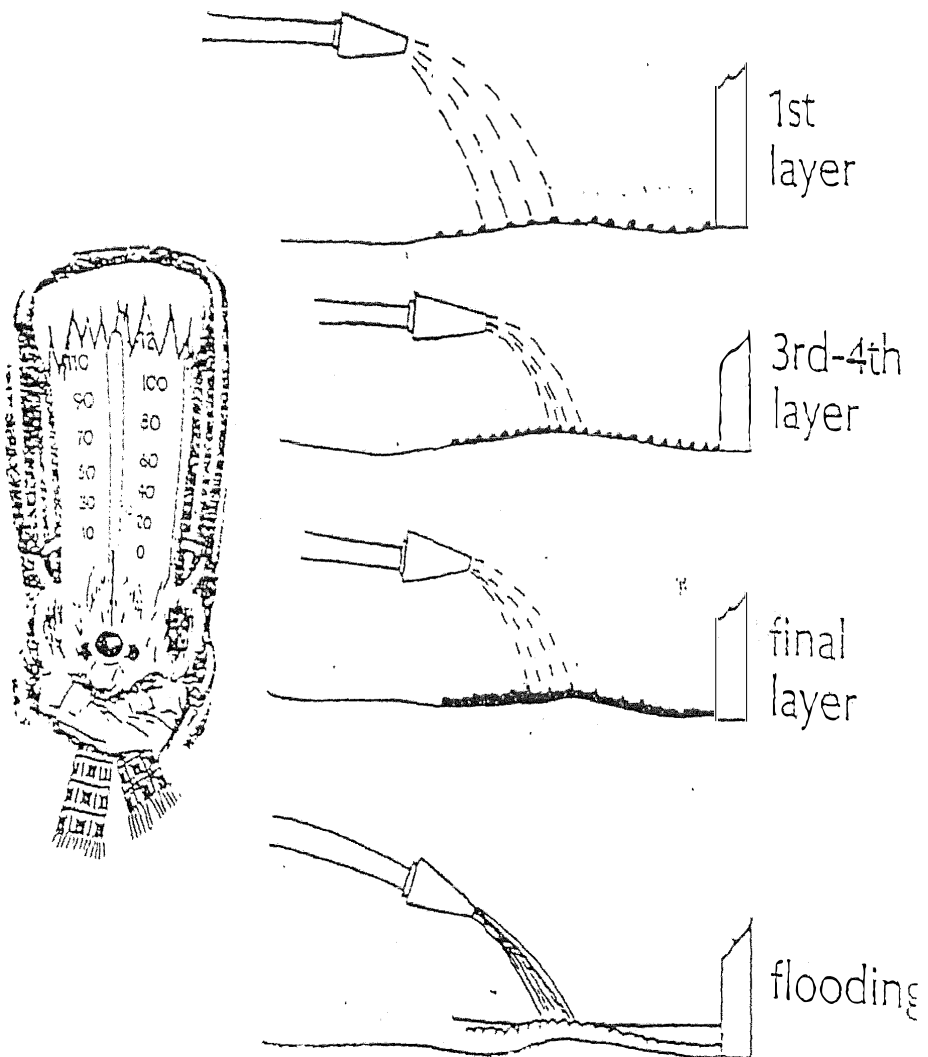


Sprinkle



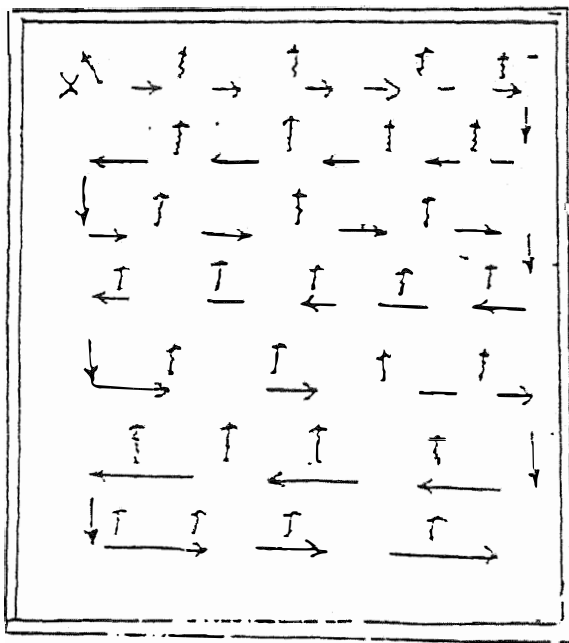
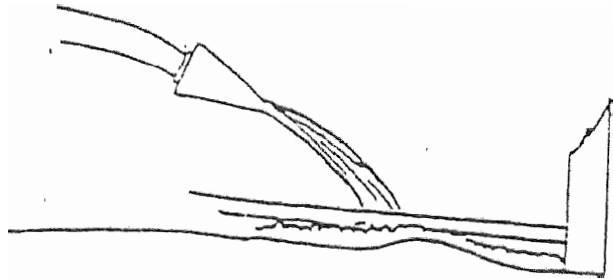
No Skating

Pebbling



Flooding

1. Keep nozzle close to surface
2. Very little water pressure
3. A yard/pass



Water Flow

→ → →

pattern utilized by individual flooding

Training Checklist

- Clearly outline responsibilities to involved volunteers.
- Review contents of the Ice Building and Maintenance Manual on how to build and maintain ice including the use of various tools and equipment.
- Review how to properly inspect ice and how to complete logsheets.
- Explain how and when to submit daily logsheets.
- Explain who to contact in emergencies or when major incidents occur.

To Be Completed by Municipal Staff:

Name of Trainer: _____

Signature: _____

Date of Training: _____

Location of Training: _____

[illegible]

Outdoor Skating Rink Log Sheet for Municipal Staff

Location:	Time:	Day of Week:	Year:	Month	Day
Weather Conditions & Temperature:					
Daily Average Attendance: Morning: [] Afternoon :[] Evening: [] Daily Total : []					

Inspected	Good (X)	Fair (X)	Poor (X)	Corrective Action Taken	Operator (Please Print)
Ice Surface					
Rink Boards/Snow					
Perimeter of Rink					
Storage Area					
Equipment					
Garbage Containers					
Signs					
Fencing					
Parking Lot					
Walkways					
Emergency Vehicle Access					
Notes:					

"Daily" Risk Management Report				
Time	AM	PM	Identify Condition & Corrective Action Taken	Operator (Please Print)
:				
:				
:				
:				
Comments: (Describe any extraordinary circumstances and action taken)				

What to do in case of Accident or Incident

Deal with medical emergencies immediately by calling “911” from the nearest phone.

If a problem arises volunteers should call the appropriate Recreation Department staff at 705-744-2700, during regular working hours or 705-497-6961, after hours. On evenings and weekends volunteers will receive a call back as soon as possible from an on-duty supervisor.

In all cases, be prepared to give the following information:

1. Your name and phone number.
2. The name and location.
3. The problem – as you see it.

Note: It is important that all persons involved in maintaining, flooding and operating the rink carefully complete the log sheets documenting the work performed. The log sheets you provide to the Recreation Supervisor will be kept in Municipal files. This documentation, along with completed, signed accident/incident report forms will be maintained for reference should any injury become the basis of an inquiry or legal claim.

ATTACHMENT 2

Outdoor Ice Rink Daily Inspection Form for Volunteers

Date/Time: _____ Volunteer Name(s): _____

Signature(s): _____ Hours Worked: _____

ITEM	ACCEPTABLE CONDITION	NATURE OF DEFECT
Perimeter Boards (Snow Clear from top and bottom of boards)		
Ice Surface Condition		
Lighting (on/off and after 5pm only)		
Parking		
Emergency Access (Access to Change Room and Rink – Clear of Snow)		
Other		

NOTES:

- 1) A inspection sheet must be completed and left in the designated area in the change room.
- 2) Ice Skating Rink defects shall be reported immediately. Please contact the Municipality of Calvin by e-mail at fire@calvintownship.ca or by telephone at 705-744-2700 or After Hours at 705-497-6961.

ATTACHMENT 3



Outdoor Ice Skating Rink

Rules and Regulations

- Inspect Ice surface prior to use
- Children should be supervised at all times
- Helmets and other safety equipment is strongly recommended
 - Alcohol is prohibited
 - Be considerate of others
- Hours of operation: 7:00am to Midnight

To report dangerous conditions or any damaged equipment,
please call 705-744-2700 or after hours—705-497-6961

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-009

**BEING A BY-LAW TO AMEND BY-LAW 2020-003 WHICH IS A BY-LAW TO ADOPT
A POLICY REGARDING SOCIAL MEDIA FOR THE MUNICIPALITY OF CALVIN.**

WHEREAS the Council of the Municipality of Calvin deems it advisable to amend the “Social Media Policy” to include the addition of the Citizens Alert Application to the Description/Definition section of the original By-Law No. 2020-003 under Responsible and Flexible Government regarding the use of Social Media on behalf of the Municipality of Calvin.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
MUNICIPALITY OF CALVIN HEREBY ENACTS AS FOLLOWS:**

1. DESCRIPTION/DEFINITIONS

Social media tools are third-party internet-based applications that enable collaboration and sharing of opinions, insights, images, information and experiences through real-time conversations among individuals and groups and include the following:

- Facebook is a social networking site intended to connect friends, family, and business associates.
- Twitter is a website which offers a social networking and micro blogging service, enabling its users to send and read messages called tweets. Tweets are text- based posts of up to 140 characters displayed on the users profile page.
- Citizens Alert Application is an app used for immediate notification to the public of emergency information, news, road conditions, events, etc....
- YouTube is a video-sharing website on which users can upload, share and view videos.

In the municipal setting Facebook, Twitter and the Citizens Alert Application can be used to communicate public notices, upcoming meetings, special events, public service information etc. Other social media applications, such as YouTube, may be utilized from time to time under appropriate circumstances. Videos posted to YouTube shall follow the same guidelines as all other social media applications as noted below and outlined in this Policy.

And

2. That this by-law shall be enacted and come into full force and effect immediately upon final passing of same.

;

Read a first time this 14th day of April 2020.

Read a second time this 14th day of April 2020.

Read a third time and finally passed in open council this ____ day of _____ 2020.

MAYOR

CLERK-TREASURER

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 14 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby authorizes that due to the Covid-19 pandemic and the need for social distancing as well the temporary closure of all campgrounds and trailer parks due to the Provincial State of Emergency, the Calvin Landfill will continue to function under the “Winter Hours” of the Landfill, namely Tuesday from 1pm to 4pm and Saturday from 10am to 3pm.”

CARRIED

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
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MUNICIPALITY OF CALVIN
2020CT16-REPORT TO COUNCIL

REPORT DATE: **April 14/20**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Best Practices for Electronic Meetings.**

RECOMMENDATION

That a best practices document be developed for electronic council meetings.

BACKGROUND

As per the March 24, 2020 Special Council Meeting, we will be holding our Council Meetings electronically during the Covid 19 pandemic.

Based on this new set up for Council Meetings – it is recommended that a document of Best Practices for these types of meetings be developed.

Please see the attached examples of what other municipalities have developed.

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

Protocol for Electronic Participation in Meetings of Council

The Town of Bradford West Gwillimbury has amended its Procedural By-law to allow for electronic participation at Council meetings during a declared emergency. Council meetings will continue as regularly scheduled unless otherwise noted. The Procedural By-law will continue to apply to such Council meetings including the conduct of business on an agenda, unless modifications are necessary because of limitations to the technology being used.

This Protocol has been established by the Clerk to advise how to participate in the public portions of these meetings. Such procedures may be modified slightly from usual procedures given the use of technology for electronic participation. All electronic Council meetings will be streamed live, where possible, or posted for later viewing on YouTube at the following link [Town of BWG YouTube Channel](#). Council Agendas will continue to be published five (5) days in advance of the regular meeting date.

Those wishing to participate in **Open Forum** during a Council meeting:

- Submit an email containing your name, address and your comments on the matter to clerk@townofbwg.com prior to 7:00 pm on the day of the meeting
- Your comment must relate to an item on the agenda. Please note: you are free to contact any member of Council directly with other matters or questions [here](#).
- Ensure your statement will not take longer than five minutes to read (approximately 1 page). Statements that are longer than 1 page will be read at the discretion of the Chair.
- If your statement is received prior to the start of the meeting and otherwise complies with these conditions, your name and statement will be read by the Clerk at the meeting and will form part of the public record
- If your statement duplicates other statements received, or does not relate to an item on the meeting's agenda, it may not be read.

Those wishing to make a **Deputation** before Council:

- Submit a completed [Request for Deputation](#) form, including preferred date
- Ensure any presentation you wish to share with Council during your deputation is received by the Clerk at least five days prior to the meeting
- Ensure you have a computer with internet access to enable you to participate electronically as an 'Attendee' to make your deputation to Council during their meeting
- If you do not want to participate by video, or do not have the necessary technology, you may use a telephone and call in to participate and make your deputation
- Once your deputation request has been received and approved for a Council meeting date, you will receive further detailed instructions on how to participate in the Council meeting

Those wishing to participate in **Public Planning Meetings:**

- It is recommended that all comments or questions on planning applications be submitted in writing to planninginfo@townofbwg.com. Written submissions are not required at a public meeting but can be made at a later date and will be accepted up to the date that Council makes a decision on the matter.
- Submissions on planning matters will not be read at the Council meeting but will be forwarded to planning staff for consideration and/or response. Council will be apprised of all public comments received prior to making a decision on the application.
- If you wish to receive information on a specific planning application or to be notified of an upcoming meeting related to a planning matter please email planninginfo@townofbwg.com.
- If you are unable to make written submissions and therefore wish to make an oral statement during the public planning meeting please email clerk@townofbwg.com prior to noon on the date of the meeting to register. You will be provided further instructions on how you will connect during the virtual meeting.
- All oral statements will be recorded as part of the electronic meeting and will be posted for public viewing on [Town of BWG YouTube Channel](#).

Any questions with respect to this Protocol may be directed to the Clerk at clerk@townofbwg.com.

Best Practices for Electronic Meeting Participation



Before the Meeting

What not to wear - Avoid stripes or bright colours, solid colours are best.

What to wear – Attire suited to that type of meeting i.e. Council – Business Attire.

Be prepared. Have your agenda package or reference materials ready. You can also use your phone or tablet as an extra screen for your agenda.

Avoid messy or distracting items or areas in view of your camera.

Ensure your workspace is quiet and that you will not be interrupted.

Turn off your phone or set to mute and do not check your phone while on camera.

Getting Started

Log-on to the meeting 10-15 minutes early to make sure your audio and video are working.

Check your lighting. Try to have light beside or behind your computer to illuminate your head and shoulders. Be cautious with natural light to avoid a silhouette effect.

Adjust your screen for a head and shoulder look and during the meeting do not lean into your computer as viewers may see closeups of your chin. Strange angles can be a distraction.

Using one of the provided backgrounds may cause less distraction to the viewers or ask if there is a corporate background that could be provided.

If you wear glasses, adjust your screen brightness to reduce glare.

During the Meeting

Look straight in the camera when speaking to make eye contact with the viewers. It helps them to know you are engaged in the conversation.

Keep your body movements to a minimum as it can pixelate and degrade the picture.

There is about a ten-second lag time between the meeting and the livestream so be cautious if you are watching on another device as your body language should be appropriate to the item under consideration and not what you see on the livestream.

Keep your microphone muted unless you are speaking. You can mute it thru an icon at the bottom of your screen and either unmute to speak or use your space bar. Pushing your space bar down will unmute you to speak, and releasing it will mute you again..

Optics

Ensure your beverage does not look alcoholic or like a beer can.

Plastic water bottles may send the wrong message, consider using a glass, mug or reusable bottle.

Technical Tips
If you can't connect, check your internet connection by going to another website (such as CBC.ca) to make sure it's working. If the internet is not working on other sites, you may need to begin rebooting devices such as your laptop, router or modem until you are able to connect to a website.
If your screen freezes, try to refresh or you may need to disconnect from the meeting then reconnect using the link in the original meeting invite. If that does not work, you may need to reboot your device.
If you get disconnected, reboot your computer and re-join the meeting using the link in your meeting request.
If you wish to screenshare, consult with your IT department, or a colleague on technique.

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 14, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes the Clerk-Treasurer to proceed with development of a “Best Practices” document for electronic meetings and bring back a DRAFT document to Council at the next regular Council meeting on April 28, 2020.”

CARRIED _____

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

MUNICIPALITY OF CALVIN
2020CT17-REPORT TO COUNCIL

REPORT DATE: **April 14/20**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Additional Fire Department Insurance Coverage**

RECOMMENDATION

That should Council decide to increase the Volunteer Fire Fighters Accident Coverage from a disability benefit of \$300 to \$500, then additional Fire Department Insurance Coverage be added upon renewal.

BACKGROUND

As per the March 10, 2020 Council Meeting, a request was made by Council that the Clerk-Treasurer investigate what the cost would be to increase the Volunteer Fire Fighters Accident Coverage from a disability benefit of \$300 to \$500.

The response from the Insurance Broker would be that there would be an additional cost of \$388 plus 8% tax per year to the premium. This benefit is in addition to any WSIB claim.

The additional coverage can be added upon renewal or at the 6 month point.

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 14, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby authorizes the Clerk-Treasurer to proceed in contacting our Insurance Broker to increase the Volunteer Fire Fighters Accident Coverage – Disability Benefit from \$300 to \$500 and that the additional coverage will be added upon renewal in 2021.”

CARRIED

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
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CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-010

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL.

WHEREAS it is the desire of Council to confirm all proceedings, motions and by-Laws:

NOW THEREFORE THE CORPORATION OF THE MUNICIPALITY OF CALVIN HEREBY ENACTS AS FOLLOWS:

1. THAT the Confirmatory Period of this By-Law shall be for all Regular and Special Council meetings from January 1, 2020 up to and including March 31, 2020;
2. THAT all By-Laws passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed;
3. THAT all resolutions passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed;
4. THAT all other proceedings, decisions and directives of the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 14th DAY OF APRIL, 2020.

MAYOR

CLERK-TREASURER

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 14, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby authorizes that due to the Covid-19 pandemic, the need for physical distancing as well the measures that have been taken at the Calvin Landfill to abide by these mandates, the Municipality of Calvin will allow a temporary exemption to the “Landfill By-Law” 2019-021 Sections 8 and 9 during the Covid-19 pandemic. This exemption would allow for some divertible materials to be included with garbage during the pandemic only.”

CARRIED

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
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CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 14, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby acknowledges the Ministerial Designation under the Provincial Offences Act to authorize the By-Law Enforcement Officer to enforce Emergency Management and Civil Protection Act orders. Council would like the By-Law Enforcement Officer to enforce these orders using the complaint driven approach/actively searching for violations approach (circle one).”

CARRIED

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
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CORPORATION OF THE MUNICIPALITY OF CALVIN

2020 FINAL BUDGET

B

2020 FINAL		Capital Costs	2020 BUDGET	2019 BUDGET	DIFFYr/Yr
			909,239	909,239	0
COLA Is 2.2% Dec 2018-Dec 2019 as per Stats Can March 2020		Operating Costs	1,716,242	1,716,242	0
REVENUES		Check	2,625,481	2,625,481	
Account		BUDGET	ACTUAL	BUDGET	
		2020	2019	2019	
1	140101110 Taxation General Levy		(1,299,068)	(1,331,317)	
	Calculated from Original Returned MPAC Roll				
2					13,313
	PLUS 1% capital specific levy increase based on previous years levy, dedicated to increasing funding available for capital assets. As identified in Asset Management Plan. (2018 Levy was \$1,269,846 x 1% = \$12,698, 2019 Levy was \$1,331,317 x 1% = \$13,313)				
3	140101111 Supplementary /Omitted		(10,065)		0
	Additions and/or CVA Omitted or Added to MPAC Roll During the Year				
4	140101113 Railway Taxation	(5,239)	(5,239)	(5,239)	0
	CPR Taxes - estimated				
5	140101115 Payments In Lieu		(31,004)	0	0
	Payments Received In Lieu of Tax Included In General Levy (eg. Sam Park/CEC, MTO or MNR Property)				
6		(5,239)	(1,345,376)	(1,336,556)	(187,822)
7	ONTARIO CONDITIONAL GRANTS				
	OMPF is a base grant paid quarterly to eligible municipalities to offset costs of services transferred from the Province under the LSR Initiative (1998). The amounts are determined by a formula set by the Province. Our base OMPF for 2019 was \$194,400, 2018 is \$194,900, 2017 was \$201,700. Our 2020 base OMPF has been set by the Province at \$192,500 - 0.47% Reduction.	(192,500)	(193,400)	(193,400)	900
8	140103118 Fire Dept. One Time Grant	0	0	0	0
9	140104124 Infrastructure Grants	0	(153,230)	(150,000)	
	OCIF Grant - Formula Based (\$50,000 for 2020) Being collected for future project (ie. Road Resurfacing In 2026) NOTE: Top Up Based - No longer available as of 2019. Replaced by Investing In Canada Infrastructure Program: Rural & Northern Stream, Formula Based is still available				
10					150,000
11		(192,500)	(346,630)	(343,400)	150,900
12	14000104120 Fire Grant	(5,000)	(13,356)	(5,000)	
	Annual estimate for MTO & MNR calls (based on 5 yr history 2012-2016 / 2017 calls were unusually high)				
13	140104121 Provincial Livestock Grant	0	0	0	0
	Reimbursements under the Wildlife Compensation Program OMAFRA				
14	140104122 Library Provincial	(1,177)	(1,177)	(1,177)	0
	Funds which we apply for from the province and then forward to John Dixon Public Library as per our user agreement				
15	140104123 Other Provincial/Federal Grants	0	(253,183)	(253,280)	
	Gas Tax Top Up of \$36,182.68 plus surplus administrative fee of \$673.88 was received in 2019 and not spent yet. Gas Tax funds available (Including the above noted) \$134,277.				
16	140104125 Drainage Prov Grants	(5,500)	(12,398)	(8,500)	253,280
	Estimated 50% of Costs to Employ Drainage Superintendent for 2019 (\$3500), plus recovery of Drain Cleanout scheduled 2020 (\$2K)				
17		(11,677)	(280,114)	(267,957)	3,000
18					256,280
19	POA REVENUE				
20	140105126 CEMC Revenue	0	0	0	0
	Planning to alternate years hosting mock disaster with Pap-Cam. Calvin Host 2021. No invoicing between municipalities.				
21	140105127 Provincial Offences Act	(650)	(1,697)	(650)	0
	Calvin's expected portion of POA fines estimated for 2019.				
22		(650)	(1,697)	(650)	0
23	USER FEES AND SERVICE CHARGES				
24	140106130 Cemetery Revenue	(800)	(1,310)	(800)	0
	Sale of plots, portion of markers etc. Estimated based on avg of 6 yrs.				
25	140106131 Recreation Revenue	(800)	(500)	(1,810)	1,010
	Estimated 2020 Hall rental (\$100). This account to also include internal revenue for use of Gas (from Rec Gas Tank) to other departments (eg. Fire, roads). Any monies raised from fundraising, if any (Sandy Cross fundraisers)				
26		(1,600)	(1,810)	(2,610)	1,010
27	LICENSES, PERMITS, FEES				
28	140107140 Building Permits	(4,000)	(4,525)	(4,000)	0
	Expected average demand for permits in 2020. Based on a 5 year average.				
29	140107144 Election Revenue	0	(200)	(200)	200
30	140107143 Gen. Govt. Revenue	(2,000)	(7,483)	(2,000)	0
	Spectrum annual fee for tower at landfill site. Line Fences Act. NSF cheques etc.				
31	140107145 911 Revenues	(35)	(70)	(35)	0
	Installation of new signs if required				
32	140107146 Fire Dept Revenue	(3,000)	(4,274)	(3,000)	0
	Donations to Dept for Services provided.				
33	140107148 Fire Dept. Agreements	(4,158)	(4,290)	(4,070)	(88)
	Lauder Twp residents @ \$92 ea x 23/Canadian Ecology Centre \$2042 (to review and increase by December CPI annually going forward). Increase in annual from \$75 to \$90 per household in 2016 for Lauder (increased by CPI in 2020).				
34	140107150 Road Dept Revenue	0			0
	2018 Loader Rate \$18.00/hr, Truck \$29.00/hr, Grader \$20.00/hr based on 3 yr avg. DO NOT USE as of 2018, now included as credit to 150325106				
35	140107151 Road Vehicle Truck Credits	(2,500)	(2,411)	(2,700)	200
36	140107153 Road Vehicle Loader/Hoe Credit	(8,750)	(5,427)	(6,255)	(2,495)
37	140107155 Aggregates Revenue	(1,481)	(2,580)	(1,459)	(22)
	Funds to municipality from Aggregate Trust generated from Registered gravel pits within the municipality. 2008 was the first year of this Trust. There has also been minimal aggregate activity. Rec'd for 2019 - \$2580, 2018 - \$1800, 2017 - \$1525, 2016 - \$1479, 2015 - \$838, 2014 - \$665, 2013 - \$2445, 2012 - \$2884, 2011 - \$2456. Used average of 6 previous years				

38	140107156 Road Non-machine Revenue	Outside Revenue - 2019 - \$15,000 was trade in value of old grader	(500)	(15,280)	(880)	380
39	140107160 Landfill Site	Algonquin Park (\$2000) - to be reviewed before Dec 31, 2021 (5 year contract with CPI Increase?), CEC (\$2590.79 to be Increased by December CPI annually), Samuel de Champlain Park (\$0) plus tipping fees (\$3500). 12 bins Columbia F.P. (\$150 ea), plus household tipping fees/fridge disposal/shingles (\$700).	(11,000)	(14,518)	(11,000)	0
40	140107161 Blue Box Recycling Revenue	Metal, tires, WEEE, Blue Box for 2018 is \$12,305	(10,000)	(12,305)	(9,000)	(1,000)
41	140107162 Industrial Waste Revenue		0	0	0	0
42	140107170 Recreation Revenue	Recreation Committee dissolved In 2017				0
43	140107172 Tax Cert., Maps, Copies, Faxes	Estimated based on 2018 Actual vs. Budget	(500)	(853)	(500)	0
44	140107175 Zoning Amendments	Estimating one ZBLA and one Minor Variance	(1,570)		(1,570)	0
45			(49,494)	(74,215)	(46,669)	(2,825)
46	RELATIVES AND INTEREST PENALTIES AND INTEREST					
47	140108180 Penalty and Interest	Estimated amount charged on tax arrears throughout the year. This may be higher or lower due to what we decide to do with interest during pandemic.	(15,000)	(16,045)	(14,900)	(100)
48			(15,000)	(16,045)	(14,900)	(100)
49	OTHER REVENUE					
51	140109185 Investment Income	Interest rates remain low on GIC's. As of Jan 1, 2019 value was \$124883.23. Interest Rate is 1.7%. Matures April 23, 2019 - Renewed, Bank Interest.	(7,000)	(13,335)	(7,000)	0
52	140110191 Bank Loan Proceeds	Remainder of cost for Grader to be paid on a monthly basis. Backhoe paid off in 2019. See account 1-5-0300-404 for payments for 2020	(75,899)	(162,055)	(162,126)	86,227
53	140110192 Transfer from Reserves Roads		0	(119,345)	(121,000)	121,000
54	140110193 Transfer from Reserves	Drainage Work to be done In 2020.	(12,000)	(12,476)	(14,533)	2,533
55	140110194 Transfer from Reserves Fire		0			0
56	140110195 Transfer from Reserves Landfill	Reserves for landfill monitoring purposes. Next Report due In 2021(?) - ASK JACOB).	0	(2,000)	(2,000)	2,000
57	140110197 Transfer from Reserves Mattawa Hospital Funds	FINAL payment from reserve 2015. (obligation complete)	0	0	0	0
58	140110198 Transfer from Reserves-Gas Tax	Gas Tax funds available \$134,277.		(113,383)	(207,413)	207,413
59	140110199 Surplus from previous Yr.	Surplus 2018 was \$91,245 (Note - Operating and Capital Budgets will also reflect any surplus applied In 2019 budget)	(233,865)	(92,245)	(92,245)	(141,620)
60	140110203 Transfer from Working Funds Reserves	As of January 1, 2020, balance at \$108,200.15, Transfer \$5000 for new computers including installation	5,000	(11,117)	(21,000)	26,000
61	140110204 Transfer from Unexpended Capital	None	0	0	0	0
62			(323,764)	(525,956)	(627,317)	303,553
63		TOTAL REVENUES	(599,924)	(2,591,843)	(2,640,059)	520,996
64	EXPENDITURES					
65	COUNCIL					
66	15010100 Council Fees	Paid monthly to Mayor and Councillors. Council is paid only for meetings attended. Increase to allow for potentially 6 special Council meetings (4 Strategic Plan Meetings and 2 extra special meetings)	38,100	36,943	36,850	1,250
67	150100102 Council Vehicle & Expenses	Travel costs for meetings etc.	200	61	200	0
68	150100104 EHT	1.95% approx of Total Salary	750	702	525	225
69	150100106 Integrity Commissioner	NEW ACCOUNT AS OF 2019 - Costs associated with the use of the Integrity Commissioner	10,000	404.77	5000	
70	150100113 CPP	New Account Number	770			
70			49,820	38,111	42,575	7,245
71	ADMINISTRATION					
72	150101100 Salaries and Benefits	Includes 2 FT. and 26 hrs/yr H&S Rep - Value has no COLA applied.	103,562	119,936	130,922	(27,360)
73	15010101 Materials and Supplies	Office supplies & forms, Alarm System/Answering Service, employee expenses.	5,000	4,643	5,000	0
74	15010102 Vehicle Expenses	Administration staff estimated use of personal vehicle.	1,000	796	1,300	(300)
75	150101103 Telephone and Fax	Monthly costs (\$305 x12 mths = \$3660)	3,660	2,270	3,100	560
76	150101104 WSIB & EHT	5.28% approx of Total Salary	5,468	6,801	7,095	(1,627)
77	150101105 Seminars, Workshops and Training	2018 Cindy Pligeau enrolled In the MLP Program Unit 1 AMCTO \$500 (online) and to enroll In MLP Program Unit 2 In Fall Session (\$500). Plus \$500 Workshops/Training - Reduced from \$3000 to \$1500 to try to help reduce costs (Covid 19)	1,500	1,377	3,000	(1,500)
78	150101106 Misc. and Memberships	Costs for annual memberships (AMO, FONOM, AMCTO etc), radio license (\$328), ePay License \$14.88/mth for support (ongoing), other misc. advertising or published notices, small misc. expenses.	2,100	2,625	2,100	0
79	150101110 Services		0		0	0
80	150101113 CPP & EI	6.66% approx of total salary	6,901	8,509	8,445	(1,544)
81	150101114 Group Ins.	Approx \$985/mth Increase received In September - approximately 5% from Sept to Dec - Approximately \$200	12,020	8,628	8,250	3,770

82	150101115 Computer Expenses	Total support costs for system (\$8227). Cartridges for printers, parts, antivirus updates, outside services not provided by VADIM, \$3620.52 annual costs for Progressive plus extra \$2400 if required. Includes \$350.30/mth for wireless internet. Software support for CityWide Software (\$2456)	21,000	18,945	17,500	3,500
83	150101116 Auditor	Grant Thornton Auditors, audit planning, prep and onsite testing, general questions re: legislation and accounting. M. Robinson re: accounting assistance for more complex adjustments, FIR, O, REG Report 284/09, 5 yr Lease (to Apr 2021) copier/fax/scanner/printer @ \$107/mth (\$1284/yr) includes non-refundable portion of HST, plus copy and monthly maintenance/service charges. Size of monthly flyer has increased - requiring more copies. Reduced from \$2000 to \$1500 to try to help reduce costs (Covid 19)	15,000	14,809	15,000	0
84	150101117 Copier		1,500	1,363	2,000	(500)
85	150101118 Office Repairs	Carpet cleaning twice year. Other repairs as required.	250	0	250	0
86	150101119 Donations	Reduced from \$500 to \$0 to help reduce costs (Covid 19)	0	40	500	(500)
87	150101120 Lawyer Fees	Estimated cost for legal counsel/advice, drafts of new complex By-laws etc.	4,000	3,097	4,000	0
88	150101121 Election		0	0	0	0
89	150101123 Bank Chg. Interest	Based on past 4 yr ave.	1,900	1,745	1,900	0
90	150101125 Tax Registration	Tax Sale Process	5,000	0	5,000	0
91	150101126 Tax Write Offs	Estimated adjustments \$3000.	4,000	4,117	3,000	1,000
92	150101132 Capital Expenditures	New Computers - 4 computers at \$1150 each	5,000	11,117	21,000	(16,000)
93	1500101133 Transfer to Reserves - working Funds	Transferred \$69622 here in 2006 for future needs. Used \$10,000 in 2006 due to windstorm emergency costs. Used \$81,027 in 2009 for Columbia settlement. Used \$9657 in 2012 for Nurse Practitioner at Mattawa Hosp. Balance in working funds reserve is \$108,200 opening 2020. NORMALLY ADD \$5,000/YR FOR SERVER FROM SURPLUS REPLACEMENT REQUIRED APPROX. EVERY 5 YRS but reduced to \$3,000 in 2018 to allow the remaining \$2,000 to be used for Succession Planning Senior Management training in 2018. Replaced Server in 2019. Need Computers this year.	5,000	12,698	12,698	(7,698)
94	150101169 Insurance	MIS Municipal Insurance Services. Re-tendered in 2016 to Feb 2020 (with 2 yr renewal option) Two Year Renewal Option Taken	9,212	8,652	8,652	560
95	150101171 Postage	Stamps, mail flyers 1/mth @ \$46/mth, tax billing, courier	2,500	2,209	2,800	(300)
96	150101174 Health and Safety	NEW Account 2012. All expenditures for all departments related to Health and Safety (eg. PPE, Supervisor/Management training course, H & S Rep course if necessary, materials, signage, safety equipment etc.)	2,000	2,063	2,000	0
97	150101187 Employee Pension Expense	All Departments are included here. Pension Plan Initiated July 2009. Includes wage adjustments in this total. Pension Fee 2020 is \$850	8,900	11,529	11,500	(2,600)
98	150101188 FCM-MAMP Project	Includes \$46,480 FCM Funding and \$8620 our portion of cost of project.	\$ -	56147.24	55,100	(55,100)
99			226,474	304,117	332,112	(105,638)
100	FIRE DEPT.					
101	150200100 Salaries and Benefits	Volunteer points asking for Increase \$5000 in 2020. Volunteer points were Increased by \$1000 in 2019 (Note at year end calculate HST). FF + Incentives-\$13,500+\$13,500 Shares \$3K. 1.0 hours/wk for maintenance of equipment and building	49,297	42,631	44,250	5,047
102	150200101 Materials and Supplies	Medical Supplies, Helmets, Boots, Fuel for Small Engines, Bunker Gear Cleaner, Bunker Gear Repairs, 8 X Hoods, FD Flashers (60), 5 x FF Gloves, 10 x Auto X Gloves, 10 X Bama Socks, Hose Bag, Gas Detector Bump Testing, Poly Tanks, Fire Craft Tracer, Small Misc.	8,200	9,167	10,000	(1,800)
103	150200102 Vehicle Expense	All expenses related to vehicles within the Fire Dept. Pump tests, fuel & gas, oil and filter, safety inspections (4 trucks /yr), Mileage, Hydraulic Equip servicing (2019-2021), Scott Foam Pack, Minor Repairs/Tools	9,500	15,525	13,500	(4,000)
104	150200104 WSIB & EHT	approx 5.28% of wages	4,000	3,974	3,900	100
105	150200106 Misc	Picnic (\$2500), Awards (4 badges and 1 - 10 yr of service, 1 - 30 yr service) (\$1400), couriers, uniforms, food, water, bunker gear testing and other non-specific items (\$1100)	7,000	2,601	3,700	3,300
106	150200107 Hydro		1,800	1,191	1,800	0
107	150200108 Heating Fuel	Heating fuel, repairs and maintenance to heating system	4,800	4,593	3,500	1,300
108	150200109 Equip. Charges		0	0	200	(200)
109	150200113 CPP & EI	Approx 2.2% of departments salaries	1,000	907	1,000	0
110	150200114 Group Insurance					0
111	150200132 Capital Expenditures	2 Sets bunker Gear (\$4100), 3 pairs of Coveralls (\$2000), Forestry Hose - 5 Lengths (\$2000)	7,300	20,519	27,700	(20,400)
112	150200133 Transfer to Reserves	2019 Fire Revenues from 2019 surplus (\$17386) plus \$10,000 towards the purchase of a new fire truck.	27,386	22,364	22,364	5,022
113	150200134 Memberships	Mutual aid, Fire fighters Assoc, Fire Chiefs Assoc. etc	720	659	720	0
114	150200135 Building Maintenance	Repairs, painting, wiring interior hall. Interior hall painting, roof repair Bottle refills, 1/2 share of system modifications & repairs with Pap-Cam. Required hydrostatic testing on cascade system cylinders mandatory every 5 yrs (next 2020), BA bottles hydro testing (varies per year). Service contract BA's approximately \$1000.	1,600	2,775	1,600	0
115	150200136 Breathing Air and Oxygen		4,975	3,182	3,000	1,975
116	150200137 Communications	Paging (\$750), phones, radio license (\$673.52), batteries (\$322.46), dispatcher (\$1440), radios (\$750). Service/maint \$800/yr split 50/50 between fire and roads	5,500	3,230	4,500	1,000
117	150200138 Training	Outside training, workshops and courses. Bringing in outside services to provide specialized training. Training centre at landfill site. NFPA training standards requirements. LapTop \$1200	5,000	3,268	5,000	0
118	150200139 Fire Prevention	Pamphlets, brochures, smoke detectors, CO detectors, public event, advertising etc.	300	0	300	0
119	150200140 Payments to Other Fire Dept					0
120	150200142 Forest Fire Expense	MNR Forest Fire Agreement. No longer have an expiry date, to be reviewed by Mar 31/20	650	647	650	0

121	150200169 Insurance		6,538	6,140	6,140	398
122	150200402 Loan payment	Fire Truck Purchased 2015 (Debenture) Payments 6 & 7 of 20	20,000	20,000	20,000	0
123	150200404 Interest Fire Truck	Fire Truck Interest on Debenture Loan 2020	2,527	2,980	3,000	(473)
124	150200187 Fire					0
125	150200187 Fire	Budgeted under Admin				(8,731)
126	Community Emergency Measures		168,093	166,354	176,824	0
127	Salaries and Benefits	CEMC \$2000.	2,000	603	2,000	0
128	Materials and Supplies	CEMC Mileage and Services	1,500	69	1,500	0
129	WSIB & EHT	Approx 4% of Dept salary	75	33	75	0
130	Services		0	0	0	0
131	CPP & EI	Approx 7% of Salary for dept.	112	20	112	0
132	Training		2,000	430	2,000	0
133	Transfer to Reserves	Reserve fund for emergency management from surplus. Has \$3007 opening 2018	0	0	0	0
134			5,687	1,454	5,687	0
135	ROAD DEPARTMENT					
136	ROADS OVERHEAD					
137	Salaries and Benefits	All roads wages are Included In this G/L account for Budget purposes.	120,004	113,666	125,200	(5,196)
138	Material and Supplies	All to Office & Shop Expense				0
139	Vehicle Expense	Approx \$11,500/yr Based on mileage per month submitted to A/P	11,600	11,625	11,500	100
140	Telephone, Cell	Garage phone, Cell phone (based on Calls approx \$75/mth) and calls (road super)	1,500	1,397	1,700	(200)
141	WSIB & EHT	All Road dept Included here. 5.28% of Total Salaries	6,545	6,640	6,800	(255)
142	Seminars, Workshops, Memberships	Includes training (eg. Propane/every three years beginning 2017 @\$135 approx p.p., wheel end course, grader operator, plow operator)	2,000	757	2,000	0
143	Misc					0
144	Hydro		1,800	1,500	1,800	0
145	Heating Fuel	Garage and Sand dome (Estimated)	8,600	8,602	8,500	100
146	Services-Roads					0
147	CPP & EI	All roads Dept Included here. Approx 6.51% of department salaries	8,075	7,693	8,200	(125)
148	Group Insurance	Approx \$1004/mth plus \$200 for Increase In Sept	12,250	10,116	10,800	1,450
149	Lawyer Fees	Complex By-law Review and Legal Counsel	5,000	0	5,000	0
150	Capital Expenditures			623,947	740,539	(740,539)
151	Transfer to Reserves	Have been transferring \$30,000 for future road/bridge work from 2018 surplus and \$2000 from 2018 surplus for grader repair. In 2016 Budget this amount was reduced to \$22,000 total to reduce overall levy by 1%, not intended to be ongoing. Bridge study Required In 2020, (\$5000 every two years, raise \$2500 per year, 1st year(2019) transfer to Road Reserve, 2nd year (2020) transfer it out and add an additional \$2500)	32,000	34,500	34,500	(2,500)
152	Building Maintenance	Roof replacement needed (future? \$12,000) Doors, furnace cleaning, consider new roof	2,000	384	2,000	0
153	Small Tools	Wrenches, hoses, tools etc., others under \$1000, \$1000 New Brush Saw	2,200	2,588	1,200	1,000
154	Office and Shop Expense	Supplies, radio license (\$210), paint, oxygen, acetylene, cylinder lease, Service/maint of communication system @\$800/yr split 50/50 with Roads and Fire -Plow Blades, Grader Blades, Nuts and Bolts	10,000	8,289	10,000	0
155	Insurance		9,600	9,015	9,015	585
156	Water System	Water Use In Garage and maintenance to water system at 40% (Rec has other 60%) Cisterns flushed at 2019 & 2021 at approximately \$1500 - No Longer In Use (Drilled Well Now)		978	2,600	(2,600)
157	Transfer to Cap fund					0
158	Interest Grader	2019 Grader Interest				0
159	Payment on Grader	Grader Payments 12 x \$3013.83 plus lump sum payment of \$39,733 (HST Refund Amt)	75,899	31,128	37,710	38,189
160	Roads Pension Exp	For budget purposes all Pension expenses are Included under Admin.				0
161			309,073	872,826	1,019,064	(709,991)
162	HARDTOP MAINTENANCE					
163	Salaries and Benefits					0
164	Materials and Supplies	Resurfacing Aug 2019 - 1 load cold mix required 2019 - New Sweeper Brushes (\$1700)	5,200	3,299	3,500	1,700
165	WSIB&EHT					0
166	Misc. Hardtop					0
167	Services					0
168	CPP&UIC					0
169			5,200	3,299	3,500	1,700
170	Paving					
171	Salaries and Benefits					0

172	150911101 Materials and Supplies	Straw, Filter Cloth, Wooden Stakes, Paint	500	0	500	0
173	150911110 Service	Possible Option of Renting Mid Size Excavator (Battlefield) for same value as hiring outside source. Do all Ditching in House NOTE: Landfill site needs cover materials from ditching.	15,000	15,943	15,000	0
174			15,500	15,943	15,500	0
175	GRAVEL PATCHING					0
176	150912100 Salaries and Benefits					0
177	150912101 Materials and Supplies	"A" gravel 1200T @\$10/T (Picked Up)	12,000	11,651	12,000	0
178	150912110 Services					0
179			12,000	11,651	12,000	0
180	GRADING					
181	150913100 Salaries and Benefits					0
182	150913101 Materials and Supplies					0
183	150913110 Services					0
184			0	0	0	0
185	DUST LAYER					
186	150914100 Salaries and Benefits					0
187	150914101 Materials and Supplies	96000 ltrs (extra load) @ 19.5¢ ltr + tax (to \$18,720), skid of Magnesium Flake (\$1000)	19,720	18,209	19,500	220
188	150914110 Services					0
189			19,720	18,209	19,500	220
190	GRAVEL RESURFACING					
191	150915100 Salaries and Benefits					0
192	150915101 Materials and Supplies	52/km gravel road in twp. 6 yr life span on newly gravelled 2 lane Rd. A Gravel, 3000T @ 10.00(picked up), \$15.00 Delivered	30,000	27,866	30,000	0
193	150915110 Services					0
194			30,000	27,866	30,000	0
195	SAFETY DEVICES					
196	150316100 Salaries and Benefits				0	0
197	150316101 Materials and Supplies	New Road Side Municipal Signs, Caution signs, Speed signs, Marker Cones Detour Signs	1,600	1,816	1,600	0
198	150316110 Services	Railway lights \$825 x4 = \$3300	3,500	3,099	3,500	0
199			5,100	4,915	5,100	0
200	BRIDGES AND CULVERTS					
201	150317100 Salaries and Benefits					0
202	150317101 Materials and Supplies	327 culverts in tp. Average lifespan is 30-35 years. Misc Culvert Failure replacements average 6-10 new culverts annually	8,000	10,532	8,000	0
203	150317106 Misc Bridges					0
204	150317110 Services	Bridge study Required in 2020. (\$5000 every two years, raise \$2500 per year, 1st year(2019) transferred to Road Reserve, 2nd year (2020) transfer it out and add an additional \$2500). Culvert Installation-NBMCA Permit Required \$855	6,000	0	1,000	5,000
205			14,000	10,532	9,000	5,000
206	ROADSIDE MAINTENANCE					
207	150318100 Salaries and Benefits					0
208	150318101 Repairs & maintenance mower					0
209	150318106 Materials and Supplies	Mechanical Brushing Roadside - Most roads have been mechanically brushed once. Could be removed to reduce expenses (#1)	10,000	9,922	10,000	0
210	150318110 Services	Roadside grass cutting - Could be removed to reduce expenses (#2)	2,900	2,949	2,600	300
211			12,900	12,771	12,600	300
212	SNOWPLOWING					
213	150319100 Salaries and Benefits					0
214	150319101 Materials and Supplies					0
215			0	0	0	0
216	SANDING					
217	150320100 Salaries and Benefits					0
218	150320101 Materials and Supplies	Budget should be based on the amount of sand we anticipate to use in the year, not what we purchase. 3000T @ 10.00 plus 200T of A gravel for ice storms @\$10.00/T	32,000	31,618	32,000	0
219			32,000	31,618	32,000	0
220	ICE BLADING					
221	150321100 Salaries and Benefits					0
222			0	0	0	0
223	THAW CULVERTS					
224	150322100 Salaries and Benefits					0
225	150322101 Materials and Supplies					0
226			0	0	0	0
227	STAND BY WAGES					

228	150323100	Salaries and	Nov 1 - Apr 30 weekends only @\$72 per weekend/per worker on standby,	3,500	2,997	3,500	0
229	150323100	Benefits	Current Standby Rate is \$4.50.				0
230				3,500	2,997	3,500	
230	MAIN RD. EXPENDITURES						
231	150324100	Salaries and					0
232	150324101	Benefits					0
233	150324106	Material & Supplies					0
234	150324110	Misc.					0
235	150324110	Services					0
236	TRUCK EXPENDITURES						
237	150325100	Salaries and					0
238	150325101	Benefits					0
239	150325106	Repair and Maintenance	Standard Repair, new tires, sugar chains, clutch brake, differential Exhaust Gas Cooler, Engine Repairs.	20,000	11,201	20,000	0
240	150325106	Fuel and Oil	Estimated for two trucks	25,000	23,985	25,000	0
241				45,000	35,187	45,000	0
241	GRADER EXPENDITURES						
242	150326100	Salaries and					0
243	150326101	Benefits					0
244	150326106	Repair and Maintenance	Trucks are getting older therefore maintenance increases.	4,000	10,085	4,000	0
245	150326106	Fuel and Oil	DEF fluid Required, Tier 4 Engine on New Grader	8,000	7,955	10,000	(2,000)
246				12,000	18,040	14,000	(2,000)
246	LOADER/HOE EXPENDITURES						
247	150327100	Salaries and					0
248	150327101	Benefits	Note that covering at landfill is very hard on loader tires, New Set of Tires Annually	3,000	3,140	2,000	1,000
249	150327106	Repair/Maint		5,500	5,324	5,500	0
250	150327106	Fuel and Oil		8,500	8,464	7,500	1,000
251	STEAM JENNY						
252	150328100	Salaries and					0
253	150328101	Benefits					0
254	150328106	Repair and Maintenance	None anticipated				0
255	150328106	Fuel and Oil	Propane 4 x \$124	500	90	500	0
256				500	90	500	0
256	PROJECTS AND IMPROVEMENTS						
257	150329100	Salaries and					0
258	150329101	Benefits					0
259	150329109	Materials and Supplies					0
260	150329110	Equip. Charges					0
261	150329110	Outside Services					0
262				0	0	0	0
262			TOTAL ROADS	524,993	1,074,410	1,228,764	-703,771
263	ENVIRONMENTAL SERVICES						
264	150400100	Staff, Including students and costs for Roads to dump and cover (4 hrs/every 2 wks). Rates for Landfill Attendants and Dump and Cover have Increased.		43,891	38,998	38,550	5,341
265	150400101	Materials and Supplies	Signage, pass cards \$275 etc. Calcium (10 bags stored at quonset \$500), paint and repairs to buildings \$1200, Sand for Load Cover Until Ditching is done (75 loads - \$165 per load) Fridge freon removal \$1600 (did not get done last year), Gravel for Roadway \$250 per load (10 loads) - \$2500	11,000	3,214	5,350	5,650
266	150400102	Vehicle Expenses	Mileage for courses, inspections, pick up supplies	700	560	700	0
267	150400103	Communications	No Cell				0
268	150400104	WSIB & EHT	Approx 5.28%	2,317	2,079	3,500	(1,183)
269	150400105	Seminars and Workshops		200	14	200	0
270	150400106	Misc	Advertising, fliers, legal fees etc.	200	319	200	0
271	150400109	Internal Equipment charges	Costs for use of public works equipment to cover (Increase to dump and cover 4 hours every two weeks) Misc equipment work at site (150 hrs) - New Rates for use of Roads Equipment	6,750	6,038	7,380	(630)
272	150400110	Outside Services	Miller Urso Survey of Landfill 2018 - last done 2013 due every 5 yrs (next 2023). Work done to tipping edge.				0
273	150400113	CPP & EI	Approx 6.83%	2,998	2,182	2,640	358
274	150400114	Group Insurance					0
275	150400126	Landfill	Tax Write Off for Landfill	775	753	775	0
276	150400132	Capital Expenditures		0	4,070	5,000	(5,000)
277	150400133	Transfer to Reserves	For 50% of 2020/21 Reporting - 2021 to pull from Reserve \$2000 for Reporting.	2,200		0	2,200
278	150400146	Monitoring of Wells	2020/21 monitoring expected to be (\$25,000) Landfill monitoring report is \$4000 of the \$24,000...therefore monitoring costs are \$10,000/yr (\$2000 raised in 2020 placed in reserve to be pulled from reserves in 2021 - see above). Capacity review letter due 2018 (done every 5 yrs - 2023) is \$3000 - \$1000 for required well extension, well cap and extended well that will be covered in garbage at base.	12,000	13,183	18,000	(6,000)
279							

280	150400147 Recycling Other	Includes hazardous waste disposal (\$560), Metal, WEEE, Tires.	1,000	538	1,000	0
281	150400175 Blue Box Recycling	Miller Waste Recycling - Allows for 2 extra bins due to Resident Sorting during Covid19	12,000	9,882	10,000	2,000
282	150400187 Landfill Pension Exp	All pension is budgeted under Admin.				0
283	150400183 Compaction	Operational costs of compactor, fuel, repairs, parts etc. Increase over Last Year - \$500	2,000	1,452	1,500	500
284			98,032	83,282	94,795	3,237
285	HEALTH SERVICES					
286	150500100 Salaries and Benefits Cemetery	Includes gravedigger. Suggestion to take hours from Cemetery for By-Law	6,200	6,220	6,500	(300)
287	150500101 Materials and Supplies Cemetery	Locate/replace caps and pins, Lawntractor repair, Lawntractor gas	500	251	1,000	(500)
288	150500102 Vehicle expense		250	207	250	0
289	150500104 WSIB & EHT	Approx 5.28%	326	337	360	(34)
290	150500108 Health Unit	2019 Levy to Calvin was \$17,747. Increase of 4.99%.	18,634	17,747	17,747	887
291	150500109 Equip. Charges	If needed	450	0	450	0
292	150500110 Outside Services	Possible tree removal, damage, headstone repair	500	0	500	0
293	150500113 CPP & UIC	Approx. 6.83%	421	435	460	(39)
294			27,281	25,197	27,267	14
295	SOCIAL SERVICES					
296	150600110 DNSSAB	2019 levy was \$224,209 (Increase + 6.1%).	237,881	224,209	224,209	13,672
297	150600111 Mattawa Seniors Home	To begin budgeting (to start paying pay 2019) funds for 25 year commitment to Seniors Home. Total is \$3,809,500 over 25 years split between 4 local municipalities. Based on 2011 population Calvin's population (568) our annual portion is \$578,400.43/25 yrs = \$23,136.07/yr/12 = \$1928.01/mth x 7 mths beginning in June 2019	13,496	0	13,496	0
298	150600112 Cassellholme	THIS IS AN ESTIMATE ONLY as Cassellholme has not yet released the 2020 Levy apportionments. 2019 Levy is \$46,809. 2018 Levy was \$42,739 (Increase of 9.5%)	48,228	45,891	46,809	1,419
299	150600168 Mattawa Hosp Staff Recruitment	\$1250 annually - Dr. Recruitment and \$1250 Dr. Incentive (6 yr period to 2020/21)	2,500	2,500	2,500	0
300	150600181 Transfer to Reserve Mattawa Seniors Home	Annual payments estimated to be \$23,136.07 (calculation made a number of years ago). Raised in advance for 2019 to ease into annual budgets going forward. (\$1928.01/mth) x 4 months as payments estimated to begin in May of 2019 - Includes Balance of the MMAH Funding (\$21,800)	23,136	52,648	52,648	(29,512)
301			325,241	325,248	339,662	(14,421)
302	RECREATION EXPENSE					
303	150700100 Salaries and Benefits	Student wages are Included here. 550 hrs students (\$8000)	57,489	60,864	58,605	(1,116)
304	150700101 Materials and Supplies	Janitorial supplies, lawn equip. repair and gas, extinguisher Inspections, tools, maintenance, grounds maintenance, drinking water for hall. Every 5 Yrs replace pads AED pads (If not used next due 2022).	5,600	3,923	7,500	(1,900)
305	150700102 Vehicle Expenses		800	691	800	0
306	150700104 WSIB & EHT	Approx 5.28%	3,035	3,099	3,180	(145)
307	150700105 Seminars and Workshops		200	0	200	0
308	150700106 Misc		200	90	200	0
309	150700107 Hydro Hall		4,000	3,499	4,000	0
310	150700108 Heating Hall	Fuel and minor repair to heating system. Furnace replaced with propane furnace In 2017, reduced costs.	5,000	3,874	5,000	0
311	150700109 Internal Equip. Charges Services	Various Rec grounds/rink. Backhoe required for grounds work - Lawn Repairs from Well Water Lines - Carried over from last year.	2,000	1,800	1,125	875
312	150700110 Outside Service	Electrical Work required for LED Lights and Hall Updates. Carried over from last year.	2,000			2,000
313	150700113 CPP & EI	Approx 6.83%	3,927	3,977	4,500	(573)
314	150700114 Group Insurance	955/mth x 12 Plus \$200 for Increase In September	12,000	11,955	12,600	(600)
315	150700132 Capital Expenditures	Rink Furnace (\$5200), Walking Path gravel, backhoe & dump truck time (150m around soccer field 100m3 = \$2750) (410m ballfield and soccer field and path by well 270m3 = \$7000), Accessible Doors for Community Centre - Carried over from last year - \$4000 discount b/c of issues.	20,700	47,660	85,000	(64,300)
316	150700133 Transfer to Reserves					0
317	150700135 Building Maintenance	Community Centre Entrance Renovations, Bathroom Updating and General Building Maintenance.	3,000	6,214	8,000	(5,000)
318	150700153 Rink and Sportscentre	Hydro (\$2000) - May go down with LED conversion and Propane heating. Other repairs - boards and nets, boom truck rental for light install. New snowblower (\$3200). Rubber Mats (6 x 4x8 = 48ft long - \$1600). Playground Inspection annually (\$750 In 2019).	12,550	3,980	4,750	7,800
319	150700155 Smith Lake Boat Launch	Repair and maintenance to dock and area as required. Gravel for the parking area, lumber and foam for dock extension	1,500	1,685	1,500	0
320	150700156 Library	\$1177 from Provincial grant applied for. \$500 donation was cancelled 2010 due to budget restraint.	1,177	1,177	1,177	0
321	150700169 Insurance	Low Risk Insurance added in late 2018, paid up until Feb 2020 (2019 portion is \$848.63, 2020 will be \$134.90 up to Feb 2020 plus renewal)	2,883	3,556	3,556	(673)
322	150700171 CRC Postage	Rec Committee Dissolved 2017				0
323	150700182 Water system Maintenance	Sampling of Water at Lab Quarterly - 6 test to prove secure, plus two regular tests. Cistern tank removal from building. U/V system	1,500	3,415	4,700	(3,200)
324	150700186 Rec. Committee Expense	Rec Committee Dissolved 2017				0

325	150700187 Recreation Pension Exp	Budgeted In Admin				
326						
327						
328			139,561	161,457	206,393	(66,832)
329	PLANNING AND DEVELOPMENT					
330	150800100 Salaries and Benefits					
331	150800101 Materials and Supplies					
332	150800104 WSIB & EHT					
333	150800110 Services	CGIS GPS contract Includes Calvin portion of shared costs with Pap-Cam for CBO (Cost Is 9275/yr). Planner annual retainer fee - Unknown at this time - estimated at \$5000, MBEDC is no longer in existence, (financial support 5kl Hill (Committed to \$25,000 paid \$5000/2015 & \$6667/2016) - Pay out balance of \$6666 by Nov 30 2018. Res #2015 186 - DONE)	14,275	5,770	14,057	
334	150800113 CPP & UIC					
335	150800158 Zoning	Anticipated once OP Review Is complete - Unknown at this time due to Planner yet to be determined.	3,000	0	3,000	
336	150800160 East Nipissing Planning Board	Estimated \$2500 annual fee to remain constant in order to be able to fulfill our requirement for OP and Zoning review. Currently working on a 10 year OP review 2018-2019.	2,500	2,500	2,500	
337	150800161 Zoning Amendments	Minor Variance or Zoning amendment applications. (budgeted 1 Minor variance @\$520 and 1 ZBLA at \$1050)	1,570	0	1,570	
338	150800162 Assessment Services	2018 was \$13,418. Increased to \$13,543 for 2019	13,650	13,543	13,637	
339	150800163 Municipal Drainage	Drain costs for drainage superintendent and reporting \$7,000 which is 50% recoverable through OMAFRA, \$3500 to be recorded in Revenues, Clean Out of Drain (Deschamps) potentially in 2020 - Estimated 5K, fully recoverable through grant (see account # 1-4-0104-125 (\$5K Revenue))	12,000	16,686	12,000	
340			46,995	38,499	46,764	231
341	BUILDING					
342	150900100 Salaries and Benefits	No Building Staff - Contracted through Papineau Cameron				
343	150900101 Materials and Supplies					
344	150900102 Vehicle Expenses		500	235	1,000	(500)
345	150900104 WSIB & EHT					
346	150900105 Seminars, Courses, Workshops		700	608	700	
347	150900106 Misc	New Training -	300			
348	150900110 Building Services/Papineau Cameron	Contract with Papineau Cameron for Shared Services of CBO Shane Conrad. Includes services Involved by Papineau Cameron on a monthly basis. No Calvin staff. Numbers based on 2017/2018/2019 percentage of permits plus rate Increase	28,000	20,492	20,000	8,000
349	150900113 CPP & UIC					
350	150900120 Lawyer Fees	Legal	1,000	715	1,000	
351	150900133 Transfer to Reserve	\$9000 in reserve at 2020 prior to budget.				
352	150900169 Insurance	MIS Insurance Services	1,486	1,395	1,395	91
353			31,986	23,445	24,095	7,881
354	ENFORCEMENT					
355	150950100 Salaries and Benefits	By-Law enforcement. (Canline control and all departments). Increased hours due to Increased case load and new parking by-law - Suggestion - take hours from Cemetery???	1,200	1,119	1,200	
356	150950101 Livestock Valuer/ Fence Viewer/ Canine Expense		150	0	150	
357	150950102 Vehicle Expense	Mileage animal control	250	104	250	
358	1500950104 WSIB & EHT	Approx 5.28%	65	61	65	
359	150950106 Misc	Vet Charges for Injured Animals \$500 (If not used put into reserves to build up to \$5000 over 10 years) and Signage for Parking by-law \$1000	2,000	38	450	1,550
360	150950113 CPP & UIC	Approx. 6.83%	81	78	80	
361	150950141 Policing Services	2020 Group of 4 Policing Costs \$101930 (\$494.17/mth)+ estimated \$500 for 2020 Operating costs for Police Services Bd. - Court Transportation Revenue Is Unknown at this time.	102,430	98,381	98,972	3,458
362	150950143 911 Maintenance	CERB Contract (billed annually - \$337.72). Signs and Posts	500	338	500	
363	150950144 Conservation Authority	Operating budget \$5555 (+2.6%) + Capital budget \$4358 (-0.8%) = \$9913 (2019 One Time Cap Ask Paymt was not made as per resolution 2019-056)	9,913	9,574	9,574	339
364	150950145 Animal Control	Vet Unit \$350, dog tags, forms, \$100 per animal to North Bay Humane Society(max 15 per yr)	2,000	395	2,000	
365			118,589	110,088	113,241	5,348
366	TOTAL EXPENDITURES		1,762,752	2,351,362	2,351,362	(64,532)
367	2020		1,162,827			
368	TOTAL 2020 LEVY	Base levy 2020				
369	Cindy Pigeau	PLUS 1% of previous years Levy-Increase to Reserves for AMP (Infrastructure)	13,313	To be transferred to Reserve for future Infrastructure as per AMP		
370	Clerk-Treasurer	2020 Levy	1,176,140			
371	"A"	2019 Levy	1,331,317			
372		\$ Increase 2020 over 2019	(155,177)			
373						



The Corporation of the Town of Midland

575 Dominion Avenue
Midland, ON L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
www.midland.ca

March 23, 2020

By Fax to: 613.941.6900 & Twitter @CanadianPM, @JustinTrudeau

The Right Honourable Justin Trudeau
Prime Minister of Canada
Langevin Block,
Ottawa, Ontario, K1A 0A2

Dear Prime Minister:

**Re: Direct Payment of Federal Funds to Municipalities to Waive Property Taxes for the
Year 2020 - Financial help to alleviate the suffering from COVID-19 Pandemic**

It is trite to repeat the human and financial toll of the COVID-19 Pandemic. Similarly, the commitment of the federal, provincial and municipal governments toward alleviating the suffering of Canadians does not require repeating.

We, at the Town of Midland, in the Province of Ontario, are proposing what we believe to be a simple but effective solution to facilitate the delivery of our common and shared commitment to the financial and psychological well-being of all Canadians.

Proposal:

1. Residential Properties (primary residence only)

- a. Waive 100% of the 2020 property taxes for all residential properties currently assessed at or below \$ 500,000.00 by each governing provincial property assessment body; and
- b. Waive 50% of the 2020 property taxes for all residential properties currently assessed below \$ 1,000,000.00; and
- c. Waive 25% of the 2020 property taxes for all residential properties currently assessed above \$1,000,000.00.

2. Industrial, Commercial and Farm Properties

- a. Waive 100% of the 2020 property taxes for all; industrial, commercial and farm properties currently assessed at under \$ 10,000,000.00; and
- b. Waive 50% of the property taxes for the year 2020 for all industrial, commercial and farm properties currently assessed between \$10,000,000.00 and \$ 50,000,000.00; and
- c. Waive 25% of the property taxes for the year 2020 for all industrial, commercial and farm properties assessed above \$50,000,000.00.

3. Federal Transfer Payment to Canadian Municipalities

- a. In lieu of the annual municipal property taxes, the Federal Government transfers funds to municipalities across Canada, as a one-time grant.

Advantages of the Proposal:

1. Quick and timely relief;
2. Direct relief to all Canadian homeowners and the business community;
3. Directly protects Canadians who although may be solvent, are unable to easily meet the financial pressures beyond their personal capacity due to COVID-19;
4. No additional resources required to assess individual need and delivery of the relief;
5. Negligible overhead costs for the disbursement of the relief. In fact, it may cut-down on some of the work for municipal staff; and
6. The financial stimulus received from the federal government will come into circulation immediately and will stay in the community.

There are a multitude of other direct and indirect financial and non-financial benefits that will result from the implementation of this proposal. The biggest non-financial impact is that Canadians will see an immediate financial relief respecting the pressures to make their property tax payments and be better positioned to address other essential needs. In turn, removing this added stress will provide some relief to the already strained financial and health systems.

As you are aware, Canadians are entering this time of crisis with a very high amount of house-hold debt and a great deal of financial fragility. Taking this simple step should alleviate some of those pressures. At the same time, it will keep your municipal governments, and school boards primed for continued productivity and forward momentum to address the fallout from COVID-19.

Thanking you in anticipation of a favourable response.

Sincerely,

The Corporation of the Town of Midland



Stewart Strathearn,
Mayor
ssrathearn@midland.ca



Amanpreet Singh Sidhu,
Chief Administrative Officer
asidhu@midland.ca

c: Town of Midland Council
Association of Municipalities of Ontario
Province of Ontario



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

SENT VIA EMAIL

April 2, 2020

The Honourable Greg Rickford
Minister of Energy, Northern Development and Mines
10th Floor
77 Grenville St.
Toronto, ON M7A 1B3

Dear Minister Rickford:

RE: KINGSVILLE COUNCIL REQUEST FOR ELECTRICITY BILLING RELIEF DURING COVID-19

At its Regular Meeting held on March 23, 2020 Council of the Town of Kingsville passed the following Resolution:

"Res. 256-2020 That Council support sending a letter to the Minister of Energy, Greg Rickford to provide hydro billing relief during the quarantine period as a result of the COVID-19 pandemic. And that this letter be sent to the Ontario Energy Board, the Premier, our local Member of Parliament T. Natyshak, and all Ontario Municipalities."

CARRIED

The billing relief requested is in addition to the government's recent suspension of time-of-use rates. Thank you for your consideration of Council's request at the earliest possible time.

The Town would like to acknowledge and thank the Province for their work that effectively provided for the hydro rate relief on March 24, 2020 that our municipality and many others were seeking during these challenging times.

Yours very truly,

A handwritten signature in cursive script that reads "Sandra Kitchen".

Sandra Kitchen
Deputy Clerk/Council Services
Corporate Services Department

cc: The Hon. Doug Ford, Premier of Ontario
cc: Ontario Energy Board
cc: Taras Natyshak, MPP
cc: All Ontario Municipalities

premier@ontario.ca
ConsumerRelations@oeb.ca
tnatyshak-q@ndp.on.ca

**Ministry of
Transportation**

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transportation

**Ministère des
Transports**

Bureau de la ministre

777, rue Bay, 5^e étage
Toronto ON M7A 1Z8
416 327-9200
www.ontario.ca/transports



107-2020-716

April 7, 2020

His Worship Ian Pennell
Mayor
Municipality of Calvin
1355 Peddlers Drive, RR 2
Mattawa ON P0H 1V0

Dear Mayor Pennell:

Thank you for your letter regarding safety concerns and the condition of Highway 630. I appreciate the opportunity to respond.

The Ministry of Transportation is committed to keeping Ontario's highways as safe as possible during winter weather conditions. Significant efforts are taken to make Ontario's 16,600 kilometres of highways safe and to provide efficient winter maintenance services for the public. The ministry continually reviews standards, new technology, equipment and materials to improve winter maintenance practices. All of these efforts contribute to Ontario's record of having among the safest roads in North America.

Our ministry recognizes that many communities in Northern Ontario rely on the provincial highway transportation system for industrial activity and economic development and for access to essential services such as schools, medical centres and emergency services.

Currently, Highway 630 is classified as a Local Highway (Class 5). The maximum winter equipment route time for this classification of highway is 10 hours. Our maintenance contracts require that our contractors continually service the highway during a winter storm and achieve a snow pack condition within 24 hours of the end of the storm. Snow banks are periodically cut back as required throughout the winter.

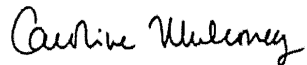
The ministry is aware of the logging activity in this area. Our maintenance contractor has increased sanding operations this winter to address the increase in traffic due to logging activity.

Ministry staff have notified the Ontario Provincial Police regarding your concerns around insecure loads. Ministry staff will continue to monitor this highway for safety concerns.

If you have further concerns with respect to highway maintenance in the North Bay maintenance area, please contact Ferrovial Services directly at their toll-free number 1-866-840-2232 to ensure your concerns are addressed as quickly as possible.

Thank you again for your letter.

Sincerely,

A handwritten signature in cursive script, reading "Caroline Mulroney".

Caroline Mulroney
Minister of Transportation

CASSELLHOLME

Compassionate care for life's journey.

April 2, 2020

Ms. Cindy Pigeau
Clerk Treasurer
1355 Peddlers Drive
Municipality of Calvin
RR #2
Mattawa, ON P0H 1V0

Dear Ms. Pigeau

Re: Cassellholme 2020 Operating Budget /Municipal Levy

On March 26, 2020, the Cassellholme Board of Management met to review and finalize the 2020 Municipal Levy. The 2020 levy was approved by Cassellholme's Board at \$3,344,521 resulting in a 4% increase to the municipal levy for 2020.

Resolution No. 13-20

"That the 2020 Interim Operating Budget be approved as presented."

Moved by Mark King (City of North Bay)


Seconded by Terry Kelly (Municipality of East Ferris)

Cassellholme is cognizant of the economic pressures on its Municipal partners. The Home is working to reduce operating costs where possible, without impacting the acknowledged high level of care provided to the Residents of the District of East Nipissing.

Please refer to the attached Municipal Levy schedule for your municipality's portion. We would ask that you submit monthly payments as per the schedule. Please note that Cassellholme's audited financial statements are scheduled to be available after the April 2020 Board meeting.

As in the past, my team and I would be pleased to meet with your council to discuss the budget and Cassellholme's overall direction.

Sincerely,


Jamie Lowery
Chief Executive Officer

c.c. Mayor Ian Pennell

Cassellholme East Nipissing District Home For The Aged

1000 W. 3RD ST. NORTH BAY, ONT. L1C 1C3 • TEL: (705) 740-9991 • FAX: (705) 740-9992 • WWW.CASSELLHOLME.CA

MUNICIPAL LEVY APPORTIONMENT 2020 OPERATING BUDGET

CASSELLHOLME

Compassionate care for life's journey.

MUNICIPALITY	APPOR. %	\$	2020 OPERATING LEVY 3,344,521	PAY'T REQUESTED MONTHLY ON THE 15TH OF THE MONTH JAN. TO NOV/20	PAY'T REQUESTED ON THE 15TH OF THE MONTH DEC./20	TOTAL LEVY REQUESTED
NORTH BAY	79.830%	\$	2,669,931	\$ 222,494	\$ 222,497	\$ 2,669,931
MATTAWA	1.386%	\$	46,355	\$ 3,863	\$ 3,862	\$ 46,355
SOUTH ALGONQUIN	3.280%	\$	109,700	\$ 9,142	\$ 9,138	\$ 109,700
BONFIELD	3.073%	\$	102,777	\$ 8,565	\$ 8,562	\$ 102,777
CALVIN	1.442%	\$	48,228	\$ 4,019	\$ 4,019	\$ 48,228
CHISHOLM	1.561%	\$	52,208	\$ 4,351	\$ 4,347	\$ 52,208
EAST FERRIS	7.452%	\$	249,234	\$ 20,770	\$ 20,764	\$ 249,234
MATTAWAN	0.312%	\$	10,435	\$ 870	\$ 865	\$ 10,435
PAPINEAU/CAMERON	<u>1.664%</u>	\$	55,653	\$ 4,638	\$ 4,635	\$ 55,653
TOTAL	100.000%	\$	3,344,521	\$ 278,712	\$ 278,689	\$ 3,344,521
PROOF				\$ 3,065,832	\$ 278,689	\$ 3,344,521

CASSELLHOLME
MUNICIPAL LEVY DETERMINATION 2020
WEIGHTED ASSESSMENT
BASED ON FIR INFORMATION 2018

	NORTH BAY	TOWN OF MATTAWA	SOUTH ALGONQUIN	TWSP OF BONFIELD	TWSP OF CALVIN	TWSP. OF CHISHOLM	TWSP OF EAST FERRIS	TWSP OF MATTAWAN	TWSP OF PAPINEAU CAMERON	TOTALS
FIR INFORMATION 2018										
PROPERTY SUBCLASS 313 S-22A	6,333,941,996	113,014,420	259,991,167	251,899,743	115,797,759	128,419,854	612,154,316	24,822,935	135,897,810	7,975,940,000
PHASED IN TAX. ASSESS.#16										
PIL IN LIEU OF TAXATION S-24	<u>233,761.244</u>	<u>986.841</u>	<u>9,826.928</u>	<u>893.641</u>	<u>2,871.908</u>	<u>44,234</u>	<u>959.300</u>	<u>851.400</u>	<u>1,007,692</u>	<u>251,203,188</u>
	6,567,703,241	114,001,261	269,818,095	252,793,384	118,669,667	128,464,088	613,113,616	25,674,335	136,905,502	8,227,143,188
2020 APPORTIONMENT LEVY RATE	0.79830	0.01386	0.03280	0.03073	0.01442	0.01561	0.07452	0.00312	0.01664	1.00000
2019 APPORTIONMENT LEVY RATE	<u>0.79943</u>	<u>0.01391</u>	<u>0.03283</u>	<u>0.03018</u>	<u>0.01427</u>	<u>0.01547</u>	<u>0.07439</u>	<u>0.00309</u>	<u>0.01643</u>	<u>1.00000</u>
VARIATION - INCREASE/(DECREASE)	(0.00114)	(0.00006)	(0.00003)	0.00054	0.00015	0.00015	0.00014	0.00003	0.00021	(0.00000)

Corporation of the Municipality of Calvin
Council/Board Report By Dept-(Unpaid)



AP5130

Page : 1

Date : Apr 08, 2020

Time : 3:32 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 08-Apr-2020

Bank : 099 To 1

Class : All

Supplier	Supplier Name								
Invoice #	Invoice Description					Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0100	COUNCIL								
15035	OLMSTEAD HEATHER								
MAR 5/20 EXP.	March 5/20 Expenses					37	08-Apr-2020	08-Apr-2020	
1-5-0100-102				VEHICLE EXPENSES					14.25
Department Total :									14.25

DEPARTMENT 0101	ADMINISTRATION								
06010	F.O.N.O.M								
1946-20	2020 FONOM Membership					37	30-Mar-2020	08-Apr-2020	
1-5-0101-106				MISCELLANEOUS & MEMBERSHIPS - ADMIN					168.00
07050	GRAND & TOY LIMITED								
P837423	Paper & Office Supplies					37	20-Mar-2020	08-Apr-2020	
1-5-0101-101				MATERIALS AND SUPPLIES - ADMIN					156.41
11033	LONDON LIFE INSURANCE								
PP#7 PENSION	PP#7 Pension 2020					37	08-Apr-2020	08-Apr-2020	
1-2-0101-320				EMPLOYEE PENSION PAYABLE					664.94
13040	NORTHERN COMMUNICATIONS								
20947-04012021	Base Rate & Holiday Premium for April 2020					37	01-Apr-2020	08-Apr-2020	
1-5-0101-101				MATERIALS AND SUPPLIES - ADMIN					118.73
16073	PROGRESSIVE COMPUTING SOLUTION								
1610	Computer Services - Mar 2020					37	31-Mar-2020	08-Apr-2020	
1-5-0101-115				COMPUTER EXPENSES					685.91
18011	RECEIVER GENERAL FOR CANADA								
MAR 2020 REM	March 2020 Remittance					37	08-Apr-2020	08-Apr-2020	
1-2-0101-331				RECEIVER GENERAL DEDUCTIONS					7,395.41
18014	RUSSELL CHRISTIE LLP								
19-108-080(3)	Legal Fees - Tax Sale 26100					37	31-Mar-2020	08-Apr-2020	
1-5-0101-125				TAX REGISTRATION					1,243.00
19021	SPECTRUM GROUP								
C1129074	April 2020 WIFI					37	01-Apr-2020	08-Apr-2020	
1-5-0101-115				COMPUTER EXPENSES					350.30
22020	VS GROUP								
550	Website Updates					37	06-Apr-2020	08-Apr-2020	
1-5-0101-115				COMPUTER EXPENSES					327.70
Department Total :									11,110.40

DEPARTMENT 0200	FIRE PROTECTION								
03182	CPR SAVERS & FIRST AID SUPPLY								
1012762(2)	Backpacks & Spider Straps					37	08-Apr-2020	08-Apr-2020	
1-5-0200-101				MATERIALS & SUPPLIES-FIRE					169.81
08095	HYDRO ONE NETWORK INC								
200116477971N	Hydro for Firehall - Mar 2020					37	26-Mar-2020	08-Apr-2020	
1-5-0200-107				HYDRO - FIRE					101.69
13034	NORTH BAY CACC								
2020-03	Call Taking & Alerting Services- March 2020					37	08-Apr-2020	08-Apr-2020	
1-5-0200-137				COMMUNICATIONS - FIRE					120.00
23009	WASTE WATER PLUMBING SERVICE S								
496	Elbow & Nipple					37	13-Mar-2020	08-Apr-2020	
1-5-0200-135				BUILDING MAINTENANCE - FIRE					79.85
23010	WILSON'S BUILDERS SUPPLIES								
98895	Firehall Supplies					37	04-Apr-2020	08-Apr-2020	
1-5-0200-101				MATERIALS & SUPPLIES-FIRE					227.86
98896	Firehall Supplies					37	04-Apr-2020	08-Apr-2020	
1-5-0200-101				MATERIALS & SUPPLIES-FIRE					7.44
Department Total :									706.65

DEPARTMENT 0300	ROADS								
08010	BUMPER TO BUMPER - H.E. BROWN								

Time : 3:32 pm

Class : All

Supplier	Supplier Name								
Invoice #	Invoice Description					Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0300	ROADS								
347682/D	Shop Supplies					37	20-Mar-2020	08-Apr-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					131.05
348712/D	Shop Supplies					37	25-Mar-2020	08-Apr-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					143.14
351142/D	Internal Tire Patches					37	03-Apr-2020	08-Apr-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					51.45
351630/D	Shop Supplies					37	07-Apr-2020	08-Apr-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					160.01
K47682/D	Hydraulic Hose End Caps					37	21-Mar-2020	08-Apr-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					206.38
K47683/D	Shop Supplies					37	25-Mar-2020	08-Apr-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					32.83
08095	HYDRO ONE NETWORK INC								
200009123728	Hydro 70% REC & 30% Roads - Mar 2020					37	25-Mar-2020	08-Apr-2020	
1-5-0300-107				HYDRO - ROADS					211.09
Department Total :									935.95
DEPARTMENT 0310	HARDTOP MAINTENENCE								
01043	AMI ATTACHMENTS INC.								
70389	New Sweeper Brushes					37	01-Apr-2020	08-Apr-2020	
1-5-0310-101				MATERIALS AND SUPPLIES - HARDTOP					1,734.55
Department Total :									1,734.55
DEPARTMENT 0316	SAFETY DEVICES								
15083	OTTAWA VALLEY RAILWAY								
FL86506	Gen Maint & Inspection of Flashing Lights- Jan-Mar 2020					37	31-Mar-2020	08-Apr-2020	
1-5-0316-110				SERVICES - SAFETY DEVICES					888.00
Department Total :									888.00
DEPARTMENT 0325	TRUCK EXPENDITURES								
07011	GRANT FUELS INC.								
205833	Truck Clear Diesel 169.6L @ \$0.905/L					37	27-Mar-2020	08-Apr-2020	
1-5-0325-106				FUEL & OIL - TRUCK EXPEND.					153.54
Department Total :									153.54
DEPARTMENT 0326	GRADER EXPENDITURES								
07011	GRANT FUELS INC.								
205834	35% Loader & 65% Grader Dyed Diesel 1,026.70L @\$0.744/L					37	27-Mar-2020	08-Apr-2020	
1-5-0326-106				FUEL & OIL - GRADER EXPEND.					496.35
206091	35% Loader & 65% Grader Dyed Diesel 684.4L @ \$0.767/L					37	07-Apr-2020	08-Apr-2020	
1-5-0326-106				FUEL & OIL - GRADER EXPEND.					341.33
Department Total :									837.68
DEPARTMENT 0327	LOADER/HOE EXPENDITURES								
07011	GRANT FUELS INC.								
205834	35% Loader & 65% Grader Dyed Diesel 1,026.70L @\$0.744/L					37	27-Mar-2020	08-Apr-2020	
1-5-0327-106				FUEL & OIL - LOADER/HOE EXP.					267.27
206091	35% Loader & 65% Grader Dyed Diesel 684.4L @ \$0.767/L					37	07-Apr-2020	08-Apr-2020	
1-5-0327-106				FUEL & OIL - LOADER/HOE EXP.					183.79
10082	KAL TIRE ONTARIO								
855152288	Backhoe Tires					37	18-Mar-2020	08-Apr-2020	
1-5-0327-101				REPAIRS AND MAINTENANCE-LOADER					1,447

Time : 3:32 pm

Class : All

Unpaid Total : 32,325.77

Total Unpaid for Approval :	32,325.77
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	0.00
Total EFT Paid for Approval :	0.00
Grand Total ITEMS for Approval :	<u>32,325.77</u>