

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**  
**Regular Meeting of Council**  
**Agenda**

Monday, August 10, 2020, 7:00 p.m.

Via Zoom

**THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM**

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**
  - a. Regular meeting of Council - July 27 2020
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**
  - a. Administrative Department
  - b. Community Services Department
    1. Reopening of Recreational Facilities
  - c. Treasury Department
    1. Year End Projection
    2. Water Financial Plan
  - d. Planning/Building & By-law Enforcement Department
    1. Building Permit Application Software-CGIS
  - e. Fire Department
  - f. Public Works Department
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**
- 9. NEW BUSINESS**

**10. NOTICE OF MOTION**

Next Regular Public Meeting of Council

**September 14 2020 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.**

Note: Meeting are subject to change or cancellation.

**11. QUESTION PERIOD**

(limit of one question per person and subsequent question will be at the discretion of the Mayor/Chair).

**12. CLOSED SESSION BUSINESS**

(as this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

(as this matter deals with litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board they may be discussed in closed session under sections 239 (2)(e) of the *Ontario Municipal Act*);

**13. CONFIRMING BY-LAW**

**14. ADJOURN**

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**  
**REGULAR MEETING OF COUNCIL**

Monday July 27, 2020 at 7:00 p.m.

A Regular meeting of the Municipal Council was held on July 27, 2020 at 7:00 p.m., with Deputy Mayor – Carma Williams presiding.

The Regular Meeting of Council was conducted via zoom.

**PRESENT:** **Councillor (Lochiel Ward)** – Brenda Noble  
**Councillor (Kenyon Ward)** – Jeff Manley  
**Councillor (Maxville Ward)** – Johanne Wensink

**ALSO, PRESENT:** **CAO/Clerk** - Sarah Huskinson  
**Director of Finance/Treasurer** – Kimberley Goyette  
**Director of Public Works** – Doug Sitland

**REGRETS:** **Mayor** - Jamie MacDonald  
**Councillor at Large** – Jacques Massie

1. **CALL TO ORDER**
2. **DECLARATIONS OF PECUNIARY INTEREST**
3. **ACCEPT THE AGENDA (Additions/Deletions)**

**Resolution No. 1**

**Moved by:** Brenda Noble **Seconded by:** Johanne Wensink

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday July 27, 2020.

**Carried**

4. **ADOPTION OF PREVIOUS MINUTES**

**Resolution No. 2**

**Moved by:** Carma Williams **Seconded by:** Jeff Manley

THAT the minutes of the following meetings be adopted as circulated.

Regular Meeting of Council – July 13, 2020  
Committee of the Whole Meeting – July 22, 2020

**Carried**

5. **DELEGATIONS**

## 6. STAFF REPORTS

### CAO/Clerk's Department

#### a) By-law 34-2020 – Mandatory Use of Masks Policy

##### Resolution No. 3

**Moved by:** Johanne Wensink

**Seconded by:** Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-15;

AND THAT the Council of the Township of North Glengarry approves the mandatory use of masks policy,

And THAT Council adopt by-law 34-2020, being a by-law adopt a Mandatory Use of Masks Policy.;

AND THAT by-law 34-2020 be read a first, second and third time and enacted in Open Council this 27th day of July 2020.

**Carried**

### Treasury Department

#### b) Penalty Forgiveness

##### Resolution No. 4

**Moved by:** Carma Williams

**Seconded by:** Johanne Wensink

THAT Council of the Township of North Glengarry accept report TR2020-24 – the Director of Finance/Treasurer for penalty forgiveness and recommends that penalty and interest charges for taxes and water works arrears resume as normal.

**Carried**

### Public Works Department

#### c) Waste Collection Contract Negotiation

##### Resolution No. 5

**Moved by:** Brenda Noble

**Seconded by:** Jeff Manley

THAT Council receive Report PW–20-2020 – Public Works – Waste Collection Contract Negotiation; and further

THAT Council approve an extension to the Waste Collection Contract to GRS Sanitation at an annual price increase of 1.5% over the current contract price; and further

THAT Council approve a 3 year contract extension from August 1, 2020 to July 31, 2023 to be confirmed and renewed each year with the possibility of extending based on circumstances at the time; and further

THAT Council direct staff to incorporate stipulations into the contract renewal that are flexible to accommodate the Regional Waste Management Study and the transition to full producer responsibility for the Blue Box; and further

THAT Council delegate the authority to execute the finalized contract to the Chief Administrative Officer and Mayor.

**Carried**

**d) Award tender – Replacement of Creek Road Bridge**

**Resolution No. 6**

**Moved by:** Carma Williams

**Seconded by:** Brenda Noble

THAT Council approve the award of Tender 2020-BR-26 for the Replacement of the Creek Road Bridge to Clearview Structures Inc., being the lowest responsive and responsible bidder in the amount of \$1,698,271.00 plus HST; and further

That Council approve the allocation of \$170,000 as a 10% Contingency allowance for the project to address unforeseen or additional work related to the project; and further

That Council approve an additional \$92,050 to the existing BT Engineering contract as an allowance for additional engineering services and an allowance of \$20,000 for materials testing.

**Carried**

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

Community Services Dept. Workplan Update  
Treasury's Dept. Workplan Update  
Planning/Bldg. & By-law Enforcement Dept. Workplan Update  
Public Works Dept. Workplan Update  
Public Meeting Minutes - January 13, 2020  
Planning Minutes - January 13, 2020  
Planning Minutes - March 9, 2020  
Update on Creek Road Bridge

**Resolution No. 7**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT the Council of the Township of North Glengarry receives the items from the consent agenda for information purposes only.

**Carried**

**9. NEW BUSINESS**

**10. NOTICE OF MOTION – Next Meeting of Council, Monday August 10, 2020**

**11. QUESTION PERIOD**

**12. CLOSED SESSION BUSINESS**

**Resolution No. 8**

**Moved by:** Carma Williams

**Seconded by:** Brenda Noble

**Proceed "In Closed Session",**

Identifiable Individual (as this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of July 13, 2020.

**Carried**

**Resolution No. 9**

**Moved by:** Johanne Wensink

**Seconded by:** Carma Williams

That we return to the Regular Meeting of Council at                    p.m.

**Carried**

**13. CONFIRMING BY-LAW**

**a) By-law 35-2020**

**Resolution No. 10**

**Moved by:** Jeff Manley

**Seconded by:** Brenda Noble

That the Council of the Township of North Glengarry receive By-law 35-2020; and

That Council adopt by-law 35-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 35-2020 be read a first, second, third time and enacted in Open Council this 27<sup>th</sup> day of July, 2020.

**Carried**

**14. ADJOURN**

**Resolution No. 11**

**Moved by:** Brenda Noble

**Seconded by:** Johanne Wensink

There being no further business to discuss, the meeting was adjourned at                    p.m.

**Carried**

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**CAO/Clerk/ Deputy Clerk**

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**Mayor / Deputy Mayor**



## STAFF REPORT TO COUNCIL

Report No: CS-2020-16

August 10, 2020

From: Anne Leduc – Director of Community Services

RE: Reopening of Recreation Facilities

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### Recommended Motion:

THAT Council receives Staff Report CS-2020-16 for information purposes only.

### Background / Analysis:

With the arrival of COVID-19 and upon the directives issued by Public Health, the municipal recreation facilities were closed on March 15, 2020. Now that the province has moved to Stage 3 of the reopening, the Township has been working in collaboration with the Eastern Ontario Health Unit to reopen its facilities.

The following installations / equipment have reopened as of early summer:

- The splash pad, beach and bathrooms were made available to the public;
- Play structures in all parks are now accessible to the public.
- The Summer Camp was launched at the Sandfield Centre and Gary Shepherd Hall in partnership with the Boys & Girls Club.

Presently, Township staff is working on reopening the following:

- Apple Hill, Dunvegan and Dalkeith Community Halls managed through the Recreation Associations;
  - Facilities have contacted the waterworks department to have their drinking water systems started and tested prior to allowing individuals to use the building;
  - Visits are being conducted by staff with Todd McDonell to discuss social distancing measures and installation of Plexiglas at bar areas.
- Tim Hortons Dome – staff has submitted a COVID-19 reopening plan to the Eastern Ontario Health Unit.
  - Broad strokes of the plan include:
    - A traffic flow through of the facility has been identified and will be marked out for the users;

- Users will be required to register with their name and telephone number for contact tracing;
    - Users are required to arrive dressed and bring their own equipment.
  - The plan, at the time this report is written, is to have a soft opening the third week of August (week days only from 7 am to 3 pm). Staff will monitor usage, controllability of user numbers, as well as ease of cleaning and disinfection of facility with a goal of opening on weekends after Labour Day in September, with a continuous increase of hours after another period of monitoring;
  - At this time, no directives for indoor soccer have been issued by Ontario Soccer and the GSL has indicated that at this point, they cannot commit to renting any day or evening hours at the Dome.
- Glengarry Sports Palace and Maxville & District Sports Complex:
  - Staff met with the Glengarry Girls and Alexandria Minor Hockey representatives to discuss reopening steps at the GSP and Maxville arenas;
  - At the time of the discussion, the hockey associations were canvassing the public to determine interest in registering for skills development workshops. Both organizations indicated that only 33% to 50% of respondents would be interested in participating in skills development workshops;
  - The Hockey Eastern Ontario and the Ontario Women's Hockey Association have posted protocols for a Return to Hockey (Skills Workshops only) but expected start date is no earlier than October 7<sup>th</sup> (and may be pushed back);
  - Staff has also been speaking with the Junior B Glens to determine a start date but given the restrictions from Public Health regarding groupings of 50 players maximum within one league, no firm start date has been set but it would be no earlier than October 7<sup>th</sup>.

**Alternatives:**

None

**Financial Implications:**

Costs incurred by the Township staff for Township facilities in regards to COVID-19 measures will be charged against the COVID-19 account,

Costs incurred by the Recreation Associations for the Community Centres will be charged against each respective Recreation Association's operating budget which were left intact by Council during the April COVID-19 Budget revision exercise.

**Attachments & Relevant Legislation:**

None

**Comments:**

This report is for information purposes only.

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk





**STAFF REPORT TO COUNCIL**

**Report No: TR2020-26**

**July 31, 2020**

From: Kimberley Goyette

RE: Projected Year End

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**Recommended Motion:**

THAT Council accepts the Director of Finance/Treasurer's report TR2020-26 for information purposes only, which projects an estimated year end surplus for 2020.

**Background / Analysis:**

Council has requested a projected year end surplus/deficit based on the COVID pandemic situation.

Best guestimates have been provided based on reduced revenues and expenditures for closed facilities and the potential reopening in the future. Penalties and interest amounts have also been reduced based on forgiveness of these items. Expenses for office supplies, repairs and maintenance have also been reduced based on the lack of availability of staff and contractors to do the work during the shut down period. Finally, Council approved deferrals of capital items have also been included in the projection.

Based on best estimates at this point, a surplus is projected. Although there were reduced revenues, expenses were also reduced during this time and some capital items deferred to 2021.

**Alternatives:**

N/A

**Financial Implications:**

An estimated surplus is projected for 2020.

**Attachments & Relevant Legislation:**

N/A

**Others Consulted:**

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

Budget Variance Report - Projected Year End

Fiscal Year : 2020

Acct Code	Account Name	Cost Centre	Year to Date	Budget Amount	Projected year end
1310001010	MUNICIPAL TAX LEVY		(6,136,515.20)	-	(6,136,515.20)
1310001310	MUN WRITE-OFFS		1,761.83	-	1,761.83
1310121210	COUNTY TAX LEVY		(6,921,805.82)	-	(6,921,805.82)
1310121310	COUNTY WRITE/OFFS		1,957.01	-	1,957.01
1310131220	ENGLISH PUBLIC TAX LEVY		(1,043,595.17)	-	(1,043,595.17)
1310131310	ENG PUB WRITE/OFFS		544.15	-	544.15
1310141230	ENGLISH SEPARATE TAX LEVY		(139,017.27)	-	(139,017.27)
1310151240	FRENCH PUBLIC TAX LEVY		(67,589.75)	-	(67,589.75)
1310161250	FRENCH SEPARATE TAX LEVY		(308,810.19)	-	(308,810.19)
1310171260	NO SUPPORT TAX LEVY		(1,329,524.80)	-	(1,329,524.80)
1312007120	TAX WRITE OFFS		-	(1,000.00)	(1,000.00)
1312008001	ADM - TRANSFER FROM RESERVES		-	(78,651.00)	(78,651.00)
1312504040	P.I.L. - POST OFFICE		1,705.75	(4,000.00)	1,705.00
1312504060	PIL - MUNICIPAL TAX ASSISTANCE ACT		(19,417.33)	(16,700.00)	(19,417.33)
1312504061	GLENGARRY MEMORIAL HOSPITAL		(2,054.25)	(2,000.00)	(2,054.25)
1312504063	ONTARIO HYDRO - HYDRO ONE		(4,165.78)	(4,100.00)	(4,165.78)
1312504064	MUNICIPAL ENTERPRISES		(48,377.08)	(42,100.00)	(48,377.08)
1312504065	RAILWAYS - RIGHT OF WAY		(21,095.07)	(43,200.00)	(21,095.07)
1313007130	PENALTIES & INTEREST ON TAXES		(73,038.42)	(300,000.00)	(193,038.42)
1315005009	ONTARIO MUNICIPAL PARTNERSHIP FUND		(1,054,750.00)	(2,109,500.00)	(2,109,500.00)
1316005087	ONTARIO TRILLIUM GRANT		(29,200.00)	-	(29,200.00)
1316005089	FEDERAL GAS TAX GRANT		(306,668.99)	(306,669.00)	(306,668.99)
1316005095	DRAINAGE SUPT/MAINTENANCE GRANT		(58,705.25)	-	(58,705.25)
1316005097	PUC RRCA GRANT		-	(30,000.00)	-
1316005098	OTHER GRANTS		-	(47,600.00)	-
1317007100	LOTTERY LICENCES		(4,521.62)	(10,000.00)	(8,000.00)
1317007102	TAX CERTIFICATES		(6,930.00)	(22,000.00)	(15,000.00)
1317007103	MARRIAGE LICENCES		(2,375.00)	(4,000.00)	(4,000.00)
1317007106	LAND RENTAL - CHIP STAND - OTHER		(23,587.25)	(9,750.00)	(30,337.25)
1317007110	ELECTIONS - NOMINATION FEES		(100.00)	-	(500.00)
1317007120	GENERAL GOVERNMENT INCOME		(7,183.87)	-	(7,183.87)
1317007141	INTEREST ON BANK ACCOUNT		(43,360.51)	(20,000.00)	(58,360.51)
1317007160	RENTAL OF BUILDINGS		(2,256.70)	(8,700.00)	(2,256.70)
1317007161	TAX ADJUSTMENTS OVER/SHORT		(41.99)	-	(41.99)
1317007998	GLENGARRY GREEN BOX PROGRAM		(770.00)	-	(770.00)
1319007754	COMM. DEV. - OTHER FUNDING		-	(7,500.00)	-
1319008004	COMM. DEV. - SPECIAL EVENTS		-	(11,000.00)	-
1319502036	ECON DEV - SDG INCENTIVE PROGRAM		(21,464.00)	-	(21,464.00)
1319503000	ECON DEV - WAGE SUBSIDY		(13,650.00)	(8,400.00)	(13,650.00)
1319503016	ECON DEV - MAIN STREET REVITALIZATION		-	(25,000.00)	(25,000.00)
1319508001	ECON DEV - TRANSFER FROM RESERVES		-	(30,000.00)	(30,000.00)
1320007200	FIRE - BURN PERMITS		(2,950.00)	(3,000.00)	(3,000.00)
1320007206	FIRE - MANDATORY INSPECTIONS		(450.00)	(6,000.00)	(1,000.00)
1320007230	FIRE - FEES FROM RESIDENTS		2,880.52	(30,000.00)	(1,000.00)
1320007231	FIRE - FEES OTHER MUNICIPALITIES		(9,993.95)	(1,000.00)	(9,993.95)
1320007233	FIRE - REVENUES MTO CLAIMS		(13,047.00)	(27,000.00)	(15,000.00)
1320007850	FIRE - SALE OF EQUIPMENT		-	(20,000.00)	(15,000.00)
1320008001	FIRE - TRANSFER FROM RESERVES		-	(265,000.00)	(265,000.00)
1320008100	FIRE - FINANCE CAPITAL		(430,000.00)	(450,000.00)	(430,000.00)
1321006000	CBO - PROPERTY STANDARDS		(791.00)	-	(791.00)
1321007200	CBO - BUILDING PERMITS		(105,511.73)	(125,000.00)	(125,000.00)
1321007203	CBO - REVENUE - OTHER		(160.00)	-	(160.00)
1321007205	CBO - CIVIC NUMBERS REVENUE		(540.00)	-	(540.00)
1321257104	BYLAW - BUSINESS LICENSE/PERMITS		(2,000.00)	(3,500.00)	(3,500.00)
1321257201	BYLAW - ENFORCEMENT VIOLATIONS		(300.00)	(15,000.00)	(1,000.00)
1321257207	BYLAW - CLEAN YARDS		-	(1,000.00)	-
1321257208	BYLAW - PARKING TICKETS		(740.00)	(2,000.00)	(1,000.00)
1322007200	SS - PERMITS		(10,575.00)	(18,000.00)	(12,000.00)
1322007203	SS - OTHER REVENUE		(1,750.00)	-	(1,750.00)
1322507200	ANIMAL CONTROL - KENNEL PERMIT		-	(3,500.00)	-
1322507210	ANIMAL CONTROL - DOG LICENCES		(33,255.00)	(29,500.00)	(33,255.00)
1322507211	ANIMAL CONTROL - POUNDKEEPER		(651.28)	-	(1,000.00)
1323002300	AMBULANCE - RENT INCOME		(10,657.98)	(21,315.00)	(21,315.00)
1323002301	AMBULANCE - OPERATING REVENUES		-	(3,000.00)	-
1330003020	ROADS - AGGREGATE RESOURCES		-	(4,500.00)	-
1330005015	ROADS - OCIF FUNDING		(68,262.00)	-	(136,000.00)
1330005089	ROADS - FEDERAL GAS TAX		-	(542,732.00)	(542,732.00)
1330007121	ROADS - ENTRANCE FEES		(600.00)	(500.00)	(600.00)
1330007503	ROADS - GRANTS		-	(1,898,799.00)	(1,898,799.00)
1330007850	ROADS - SALE OF EQUIPMENT		-	(7,000.00)	-
1330007911	ROADS - RECOVERABLE		-	(30,000.00)	-
1330008001	ROADS - TRANSFER FROM RESERVES		-	(409,000.00)	(409,000.00)
1330008100	ROADS - FINANCE CAPITAL PURCHASES		-	(275,000.00)	(275,000.00)
1340108001	WASTE - TRANSFER FROM RESERVES		-	(10,000.00)	(10,000.00)
1340207400	LF - LANDFILL SITE REVENUES		-	(5,000.00)	(5,000.00)
1340207401	LF - GARBAGE & RECYCLING CHARGES ON TAX		(788,700.00)	(780,000.00)	(788,700.00)
1340207402	LF - GARBAGE BAG TAGS & BLUE BOXES		(930.00)	(1,000.00)	(930.00)
1340207403	LF - LAFLECHE - COMMERCIAL PORTION		(5,220.55)	(8,000.00)	(5,220.55)
1340207404	LF - MHSW - MUN HAZ SPECIAL WASTE		-	(15,000.00)	(10,000.00)

1340207405	LF - FUEL SURCHARGE REVENUE	-	(500.00)	-
1340207503	LF - GRANTS	-	(2,000.00)	-
1340208001	LF - TRANSFER FROM RESERVES	-	(137,671.00)	(137,671.00)
1340303000	RARE - WAGE SUBSIDY	-	(2,000.00)	-
1340307419	RARE - LCBO BOTTLE DEPOSIT	(23,004.90)	(16,400.00)	(30,000.00)
1340307422	RARE - TUBS & LIDS 3 TO 7	-	(3,760.00)	-
1340307423	RARE - OTHER REVENUE	(174.00)	(500.00)	(200.00)
1340307424	RARE - ALUMINUM	-	(16,800.00)	-
1340307425	RARE - METAL	(5,737.20)	(8,400.00)	(8,400.00)
1340307428	RARE - PLASTIC HDPE#2	(7,888.00)	(6,800.00)	(8,000.00)
1340307429	RARE - PET #1	(15,412.02)	(10,000.00)	(20,000.00)
1340307430	RARE - CARDBOARD	(74,857.40)	(70,000.00)	(80,000.00)
1340307431	RARE - MIXED PLASTICS 1 TO 7	-	(1,400.00)	-
1340307432	RARE - NEWSPRINT #8	(5,473.51)	(35,600.00)	(6,000.00)
1340307433	RARE - OFFICE MIX	(3,335.56)	(1,600.00)	(3,335.56)
1340307455	RARE - PROCESSING RUSSEL/ABC	(17,649.08)	-	(17,649.08)
1340307503	RARE - GRANTS	(109,687.26)	(140,000.00)	(110,000.00)
1340308001	RARE - TRANSFER FROM RESERVES	-	(25,582.00)	(25,582.00)
1371007710	MSC - HALL RENTAL	(2,997.69)	(7,000.00)	(3,000.00)
1371007711	MSC - CANTEEN	(7,089.72)	(20,000.00)	(8,000.00)
1371007712	MSC - BAR RECEIPTS	(3,243.36)	(8,000.00)	(3,500.00)
1371007713	MSC - PRO SHOP	(586.73)	(1,000.00)	(600.00)
1371007714	MSC - PEPSI MACHINE	(586.94)	(1,500.00)	(600.00)
1371007715	MSC - BALL FIELDS RENTS	-	(500.00)	-
1371007716	MSC - ADVERTISING	479.34	(7,000.00)	(2,000.00)
1371007719	MSC - OTHER REVENUES	(510.68)	-	(510.68)
1371007720	MSC - ICE RENTAL	(45,209.43)	(150,000.00)	(50,000.00)
1371007721	MSC - FLOOR ICE SURFACE	(241.44)	-	(241.00)
1371008001	MSC - TRANSFER FROM RESERVES	-	(17,000.00)	(10,000.00)
1372004101	ISLAND PARK - FIELD LINING SPORTSFIELD R	-	(9,000.00)	-
1372007712	ISLAND PARK - BAR REVENUE	(540.75)	(1,000.00)	(500.00)
1372007748	ISLAND PARK - DUMPING STATION	(66.00)	(250.00)	(66.00)
1372007750	ISLAND PARK - CAMPING REVENUE	-	(100.00)	-
1372007751	ISLAND PARK - HALL RENTAL	(2,913.12)	(10,000.00)	(10,000.00)
1372007753	ISLAND PARK - OTHER REVENUE	(3,102.41)	(850.00)	(3,102.00)
1373004100	DOME - GLENG. WOMEN'S VOLLEYBALL	(2,433.63)	(4,000.00)	(4,000.00)
1373004101	DOME - ADVERTIZING REVENUE	(534.51)	(2,700.00)	(1,000.00)
1373004102	DOME - TENNIS REVENUES	(10,151.25)	(20,000.00)	(10,222.00)
1373004103	DOME - TRACK REVENUES	(16,374.87)	(20,000.00)	(20,000.00)
1373004104	DOME - FIELD REVENUES	(19,470.35)	(40,000.00)	(22,000.00)
1373004105	DOME - VENDING REVENUES	(126.41)	(500.00)	(125.00)
1373004110	DOME - BIRTHDAY PARTIES	(1,082.46)	(1,500.00)	(1,000.00)
1373007754	DOME - NAMING RIGHTS - TIM HORTON	-	(5,000.00)	-
1373007755	DOME - FLAG FOOTBALL LEAGUE	(2,061.94)	(3,300.00)	(3,300.00)
1373008001	DOME - TRANSFER FROM RESERVES	-	(7,000.00)	(7,000.00)
1374007160	LIB - LIBRARY RENT	(36,340.80)	(18,159.00)	(36,340.00)
1375003003	GSP - AGREEMENT SOUTH GLENGARRY	(50,000.00)	(50,000.00)	(50,000.00)
1375004105	GSP - VENDING SUPPLIES	(256.60)	(750.00)	(750.00)
1375007122	GSP - DONATIONS	-	(4,350.00)	-
1375007710	GSP - HALL RENTAL	(1,121.30)	-	(1,121.30)
1375007712	GSP - BAR RECEIPTS	(12,022.54)	(32,000.00)	(12,000.00)
1375007713	GSP - SKATE SHARPENING	(1,928.75)	(6,000.00)	(2,000.00)
1375007714	GSP - PEPSI MACHINES	(634.27)	-	(634.00)
1375007716	GSP - BOARD ADVERTISING	-	(12,800.00)	-
1375007719	GSP - OTHER REVENUES	(525.49)	(4,250.00)	(1,000.00)
1375007720	GSP - ICE RENTAL	(71,997.67)	(197,500.00)	(74,000.00)
1375007721	GSP - OTHER ICE RENTALS	(265.49)	(1,300.00)	(265.00)
1375007722	GSP - PROGRAMMING	(3,165.49)	(20,000.00)	(4,500.00)
1375007723	GSP - CANTEEN RENTAL	(600.00)	(2,400.00)	(600.00)
1380007109	PLN - ZONING CERTIFICATES	(3,330.00)	-	(3,330.00)
1380007800	PLN - ZONING & AMENDMENT FEES	(8,595.00)	(15,000.00)	(15,000.00)
1380007802	PLN - MINOR VARIANCES	(2,500.00)	(5,000.00)	(5,000.00)
1380007803	PLN - OTHER REVENUE	(25,072.21)	(30,000.00)	(30,000.00)
1380007806	PLN - CASH-IN-LIEU PARKLAND FEES	(7,000.00)	-	(7,000.00)
1380008001	PLN - TRANSFER FROM RESERVES	-	(27,651.00)	(27,651.00)
1380204010	DRAINAGE - MUNICIPAL DRAIN MTCE. CHARGES	(19,273.11)	(296,280.00)	(100,000.00)
1380204012	DRAINAGE - TILE DRAINAGE INSPECTION FEES	-	(300.00)	(300.00)
1380205095	DRAINAGE SUPT/MAINTENANCE GRANT	-	(232,381.00)	(100,000.00)
1380305030	LIVESTOCK & POULTRY GRANT	(60.00)	(4,000.00)	(100.00)
1380404013	DRAINAGE - TILE DRAINAGE LOAN - TAXES	(80,950.15)	(91,250.00)	(91,250.00)
1393004900	WATER - DOMESTIC - ALEXANDRIA	(590,623.85)	(1,328,186.00)	(1,328,186.00)
1393004902	WATER-COMMERCIAL-ALEXANDRIA	(264,454.99)	(678,923.00)	(678,923.00)
1393004903	WATER-GLEN ROBERTSON	(21,954.70)	(40,576.00)	(40,576.00)
1393004905	WATER - PENALTY & INTEREST	(2,396.52)	(20,000.00)	(11,396.52)
1393004906	WATER-OTHER INCOME	(3,837.06)	(10,000.00)	(5,000.00)
1393004907	WATER - NSF CHEQUE CHARGE	(100.00)	-	(100.00)
1393004908	WATER - DOMESTIC - MAXVILLE	(10,863.21)	-	(18,622.65)
1393004909	WATER - COMMERCIAL- MAXVILLE	(6,927.71)	-	(11,876.07)
1393004940	SEWER FEES - ALEXANDRIA	(448,859.03)	(923,251.00)	(923,251.00)
1393004941	SEWER FEES - MAXVILLE	(80,213.99)	(165,548.00)	(165,548.00)
1393004951	WATER/SEWER CONNECTION FEES	(36,000.00)	(20,000.00)	(20,000.00)
1393004961	USER FEES - WETLANDS CAPITAL RECOVERY	(6,250.71)	(15,000.00)	(15,000.00)
1393004971	WATER -HYDRANT RENTAL	-	(20,000.00)	(20,000.00)

1395001001	MAXVILLE - CWWF FUNDING	(522,361.78)	(1,243,761.00)	(1,243,761.00)
1395001002	TRF FROM DEBT - MAXVILLE	-	(2,324,122.00)	(2,324,122.00)
	<b>Total Revenue</b>	<b>(21,871,353.24)</b>	<b>(16,809,167.00)</b>	<b>(32,029,422.06)</b>
	<b>Expense</b>			
1410001010	COUNCIL - SALARIES	72,738.72	136,829.00	136,829.00
1410001110	COUNCIL - BENEFITS	3,769.20	9,852.00	9,852.00
1410005000	COUNCIL - MAYOR CONVENTIONS & EXPENSES	5,220.54	8,360.00	8,360.00
1410005001	COUNCIL -DPTY MAYOR CONVENTION EXPENSES	5,698.47	3,360.00	3,360.00
1410005002	COUNCILLOR AT LARGE - CONVENTION & EXPEN	3,456.22	5,510.00	5,510.00
1410005003	COUNCILLOR - ALEXANDRIA WARD	361.83	5,510.00	5,510.00
1410005004	COUNCILLOR - KENYON WARD	3,049.10	5,510.00	5,510.00
1410005005	COUNCILLOR - LOCHIEL WARD	2,983.64	5,510.00	5,510.00
1410005006	COUNCILLOR - MAXVILLE WARD	442.24	5,510.00	5,510.00
1410005010	COUNCIL - GENERAL EXPENSES	287.06	3,000.00	3,000.00
1412001010	ADM - WAGES	321,684.45	558,854.00	558,854.00
1412001015	ADM - PART TIME WAGES	1,693.69	-	1,693.69
1412001035	ADM - OVERTIME	1,171.93	2,000.00	2,000.00
1412001110	ADM - EMPLOYEE BENEFITS	101,000.66	161,878.00	161,878.00
1412001225	ADM - INSURANCE	36,771.35	36,697.00	36,697.00
1412001507	ADM - BANK CHARGES	3,692.94	6,000.00	6,000.00
1412002015	ADM - TAXES MUNICIPAL PROPERTY	24,877.00	19,600.00	19,600.00
1412002020	ADM - HEALTH & SAFETY	1,741.55	8,000.00	8,000.00
1412002021	ADM - CLOTHING ALLOWANCE	156.16	-	200.00
1412002025	ADM - MILEAGE & TRAVEL	711.92	4,000.00	2,000.00
1412002026	ADM - MEETING ATTENDANCE	240.00	300.00	300.00
1412002027	ADM - INSURANCE CLAIMS	2,100.00	-	2,100.00
1412002035	ADM - CONFERENCES/WORKSHOPS/TRAINING	3,436.36	16,000.00	4,000.00
1412002049	ADM - CELL PHONES	1,948.75	3,500.00	3,500.00
1412002050	ADM - TELEPHONE	1,524.52	4,500.00	4,500.00
1412002051	ADM - COURIER	149.56	500.00	500.00
1412002055	ADM - ENBRIDGE	2,509.95	4,500.00	4,500.00
1412002056	ADM - HYDRO	11,214.83	25,000.00	25,000.00
1412002057	ADM - WATER/SEWER	602.07	2,500.00	2,500.00
1412002100	ADM - POSTAGE & FOLDING LEASING	19,816.95	25,000.00	25,000.00
1412002102	ADM - PARKING LOT RENT	1,780.80	3,100.00	3,100.00
1412002120	ADM - OFFICE SUPPLIES	6,125.87	23,520.00	12,000.00
1412002124	ADM - HOUSEKEEPING & JANITORIAL SUPPLIES	654.87	2,000.00	2,000.00
1412002125	ADM - SUPPLIES	1,718.75	3,000.00	3,000.00
1412002130	ADM - COMPUTER FEES AND EQUIPMENT	38,005.61	40,000.00	40,000.00
1412002131	ADM - COMPUTER WEBSITE HOSTING	3,052.80	3,100.00	3,100.00
1412002140	ADM - PHOTOCOPIER ADMINISTRATION	4,826.10	6,500.00	6,500.00
1412002200	ADM - ACCOUNTING/AUDIT	20,352.02	28,000.00	28,000.00
1412002210	ADM - LEGAL FEES	16,380.39	20,000.00	20,000.00
1412002223	ADM - CONSULTING/PROFESSIONAL FEES	20,361.60	28,000.00	28,000.00
1412002300	ADM - ADVERTISING	2,077.83	6,000.00	6,000.00
1412002325	ADM - PUBLICITY & PROMOTION (BEAUTIFICA)	525.87	-	600.00
1412002366	ADM - BUILDING/PROP MAINT/SUPPLIES	13,636.06	10,000.00	(15,000.00)
1412002410	ADM - ASSOCIATION & MEMBERSHIP FEES	7,167.86	6,000.00	(7,200.00)
1412002457	ADM - PRINTING ADMINISTRATION	1,744.08	6,500.00	2,000.00
1412002500	ADM - MARRIAGE LICENCE FEES	960.00	1,000.00	1,000.00
1412003600	ADM - ELECTION COSTS	2,149.78	-	5,000.00
1412004267	ADM - SENIOR SUPPORT (LEGION)	1,478.82	5,000.00	3,000.00
1412004941	ADM - SHREDDING SERVICE	298.56	-	511.82
1412005010	ADM - GENERAL EXPENSES	4,196.30	6,000.00	6,000.00
1412006450	ADM - ACCESSIBILITY FOR ONT DISABILITIES	-	20,000.00	10,000.00
1412007120	ADM - TAX WRITE-OFFS	28,964.34	107,043.00	30,000.00
1412007998	ADM - GLENGARRY GREEN BOX PROGRAM	972.34	-	1,000.00
1412009110	ADM - COVID 19	76,655.39	-	90,000.00
1419001110	COMM. DEV. - BENEFITS	33.84	-	35.00
1419002025	COMM. DEV. - MILEAGE	-	100.00	100.00
1419002031	COMM. DEV. - JULY 1ST & CHRISTMAS EXP.	97.79	17,000.00	5,000.00
1419002300	COMM. DEV - ADVERTISING	33.07	-	50.00
1419004107	COMM. DEV - SPECIAL GRANTS DISBUR	-	7,500.00	7,500.00
1419008004	COMM. DEV - SPECIAL EVENTS	-	12,500.00	2,000.00
1419008005	COMM. DEV - COMMITTEE	720.00	5,000.00	1,000.00
1419008006	COMM DEV - ACH COMMITTEE	452.83	5,000.00	1,000.00
1419501010	ECON DEV - WAGES	50,664.03	88,802.00	88,802.00
1419501015	ECON DEV - PART-TIME WAGES	-	14,400.00	14,400.00
1419501110	ECON DEV - BENEFITS	16,020.88	22,383.00	22,383.00
1419502025	ECON DEV - MILEAGE	822.76	4,000.00	2,000.00
1419502026	ECON DEV - MEETING	56.10	4,000.00	500.00
1419502034	ECON DEV - SPONSORSHIP	4,500.00	10,000.00	5,000.00
1419502035	ECON DEV - TRAINING CONFERENCE	60.00	6,000.00	1,000.00
1419502036	ECON DEV - SDG INCENTIVE PROGRAM	21,464.00	-	21,464.00
1419502049	ECON DEV - CELL PHONES	1,290.08	1,250.00	(2,211.57)
1419502050	ECON DEV - TELEPHONE	85.18	300.00	100.00
1419502100	ECON DEV - POSTAGE	-	400.00	-
1419502125	ECON DEV - SUPPLIES	94.36	1,250.00	500.00
1419502130	ECON DEV - COMPUTER EXPENSE	523.76	-	800.00
1419502140	ECON DEV - PHOTOCOPIER	-	2,400.00	2,400.00 JE charges
1419502300	ECON DEV - ADVERTISING	5,677.32	25,000.00	8,000.00
1419502410	ECON DEV - MEMBERSHIP FEES	1,540.61	1,000.00	1,500.00
1419503016	ECON DEV - MAIN STREET REVITALIZATION	-	3,000.00	3,000.00

1419503702	ECON DEV - CIP IMPROVEMENT GRANT	11,013.55	60,000.00	20,000.00
1419503703	ECON DEV - CIP OPERATING EXPENSE	589.45	1,000.00	1,000.00
1420001010	FIRE - WAGES	65,274.12	124,834.00	124,834.00
1420001015	FIRE - PART-TIME WAGES	137,592.67	234,018.00	234,018.00
1420001110	FIRE - EMPLOYEE BENEFITS	1,721.94	15,652.00	15,652.00
1420001210	FIRE - WSIB CLAIMS PAID	1,278.94	-	1,300.00
1420001225	FIRE - INSURANCE	64,785.36	64,653.00	64,653.00
1420001500	FIRE - LOAN PAYMENT VEHICLES	69,874.20	178,500.00	178,500.00
1420001510	FIRE - LOAN PAYMENT SCBA EQUIPMENT	15,001.52	31,000.00	31,000.00
1420002021	FIRE - PERSONAL PROTECTIVE EQUIP	7,152.79	25,000.00	25,000.00
1420002025	FIRE - MILEAGE & TRAVEL	107.70	1,000.00	1,000.00
1420002026	FIRE - MEETING	-	500.00	500.00
1420002027	FIRE - INSURANCE CLAIM	3,316.17	-	3,316.00
1420002039	FIRE - RESPONSE EXPENSES	837.97	-	900.00
1420002040	FIRE - TRAINING	3,055.37	24,000.00	10,000.00
1420002041	FIRE - Prevention	1,213.44	4,000.00	2,000.00
1420002048	FIRE - DISPATCH SERVICE	19,487.06	36,414.00	36,414.00
1420002049	FIRE - CELL PHONES	3,702.98	6,000.00	6,000.00
1420002050	FIRE - TELEPHONE	898.18	2,000.00	2,000.00
1420002051	FIRE - COURIER	51.55	-	100.00
1420002055	FIRE - ENBRIDGE	2,891.62	5,500.00	5,500.00
1420002056	FIRE - HYDRO	11,022.37	22,000.00	22,000.00
1420002057	FIRE - WATER/SEWER	1,519.18	2,000.00	2,000.00
1420002065	FIRE - FURNACE OIL/PROPANE	3,631.37	8,000.00	8,000.00
1420002079	FIRE - FIRST AID MATERIALS	143.51	1,500.00	1,500.00
1420002102	FIRE - TRAINING PROPERTY RENTAL	1,220.60	2,040.00	2,040.00
1420002110	FIRE - TOOLS/EQUIPMENT REPLACEMENT	285.77	9,000.00	9,000.00
1420002111	FIRE - UNIFORMS	1,291.06	9,000.00	9,000.00
1420002112	FIRE - NEW EQUIPMENT	12,891.84	15,000.00	15,000.00
1420002120	FIRE - OFFICE SUPPLIES	199.90	1,000.00	500.00
1420002124	FIRE - JANITORIAL-HOUSEKEEPING	10.21	750.00	750.00
1420002125	FIRE - MATERIAL/SUPPLIES	2,107.09	6,000.00	4,000.00
1420002130	FIRE - COMPUTER EQUIP & SUPPLIES	6,128.91	5,000.00	6,200.00
1420002131	FIRE - CLOUD HOSTING	1,553.07	-	2,662.41
1420002140	FIRE - PHOTOCOPIER EXPENSE	2,156.37	1,000.00	2,500.00
1420002150	FIRE - MAINTENANCE OF FIRE WELLS	-	2,000.00	-
1420002210	FIRE - LEGAL FEES	-	1,000.00	500.00
1420002270	FIRE - FIRE FEES	16,971.49	30,000.00	30,000.00
1420002300	FIRE - ADVERTISING	79.78	2,000.00	500.00
1420002305	FIRE - RECOGNITION	-	4,000.00	2,000.00
1420002366	FIRE - BUILDING MAINTENANCE/SUPPLIES	8,529.93	13,000.00	13,000.00
1420002367	FIRE - RADIO LICENCES	6,292.72	5,000.00	10,787.52
1420002368	FIRE - EQUIPMENT MAINTENANCE	18,858.90	25,000.00	25,000.00
1420002369	FIRE - PPE MAINTENANCE	5,545.68	10,000.00	10,000.00
1420002399	FIRE - VEHICLE MAINTENANCE	37,501.80	25,000.00	45,000.00
1420002400	FIRE - GAS/OIL/DIESEL	8,886.66	8,000.00	15,000.00
1420002410	FIRE - ASSOCIATION & MEMBERSHIP FEES	259.49	2,000.00	500.00
1420003010	FIRE - EQUIPMENT LEASING	22,444.59	37,800.00	37,800.00
1420005010	FIRE - GENERAL EXPENSES	388.98	2,000.00	500.00
1420007200	FIRE - BURN PERMIT EXPENSE	992.16	-	1,000.00
1421001010	CBO - WAGES	77,643.03	125,925.00	125,925.00
1421001015	CBO - PART-TIME WAGES	28,309.52	-	48,530.61
1421001035	CBO - OVERTIME	62.73	-	150.00
1421001110	CBO - BENEFITS	27,109.05	35,496.00	35,496.00
1421002021	CBO - WORK BOOTS & CLOTHING	345.87	1,000.00	1,000.00
1421002025	CBO - MILEAGE & TRAVEL	-	2,000.00	1,000.00
1421002035	CBO - CONFERENCE/WORKSHOP/TRAINING	371.42	5,000.00	500.00
1421002049	CBO - CELL PHONE	632.93	2,000.00	1,500.00
1421002051	CBO - COURIER	31.08	500.00	50.00
1421002100	CBO - POSTAGE	91.56	-	100.00
1421002120	CBO - OFFICE SUPPLIES	329.34	-	600.00
1421002125	CBO - MATERIALS/SUPPLIES	43.72	3,000.00	100.00
1421002130	CBO - COMPUTER EQUIP & SUPPLIES	268.67	1,000.00	500.00
1421002140	CBO - PHOTOCOPIER EXPENSE	674.24	-	1,155.84
1421002210	CBO - LEGAL FEES	61.41	5,000.00	5,000.00
1421002223	CBO - CONSULTING FEES	-	1,000.00	-
1421002399	CBO - VEHICLE MAINTENANCE	205.37	2,000.00	1,000.00
1421002400	CBO - GAS	370.16	2,500.00	1,000.00
1421002410	CBO - ASSOCIATION & MEMBERSHIP FEES	466.63	1,000.00	500.00
1421007205	CBO - CIVIC NUMBERING COSTS	58.97	500.00	100.00
1421251010	BY-LAW - WAGES	35,727.63	60,982.00	60,982.00
1421251035	BY-LAW - OVERTIME	3,592.72	-	6,500.00
1421251110	BY-LAW - BENEFITS	11,901.19	16,275.00	16,275.00
1421252021	BY-LAW - CLOTHING ALLOWANCE	186.18	500.00	500.00
1421252025	BY-LAW - MILEAGE AND TRAVEL	-	1,000.00	1,000.00
1421252035	BY-LAW - CONFERENCES & TRAINING	-	1,500.00	500.00
1421252049	BY-LAW - CELL PHONES	414.15	500.00	709.97
1421252125	BY-LAW - MATERIALS/SUPPLIES	20.34	-	10.00
1421252210	BY-LAW - LEGAL FEES	-	3,000.00	-
1421252399	BY-LAW - TRUCK EXPENSES	708.26	-	1,500.00
1421252400	BY-LAW - FUEL	357.72	500.00	500.00
1421255010	BY-LAW - GENERAL EXPENSES	31.50	-	100.00
1421256000	BY-LAW - PROPERTY STANDARDS	791.00	10,000.00	3,000.00

1421257207	BY-LAW - CLEAN YARDS	-	3,000.00	1,000.00
1422004010	SS - CONTRACTED SERVICES	6,438.15	15,000.00	15,000.00
1422007206	SS - MANDATORY INSPECTIONS	-	2,000.00	2,000.00
1422502049	CONTROL - CELL PHONE	198.50	500.00	500.00
1422504010	ANIMAL CONTROL - CONTRACTED SERVICES	4,157.98	10,000.00	10,000.00
1422505010	CONTROL - GENERAL EXPENSES	617.47	2,000.00	2,000.00
1422505105	CONTROL - DOG POUND FEES	846.69	1,000.00	1,000.00
1422505106	CONTROL - LIVESTOCK POUNDKEEPER	-	1,000.00	1,000.00
1422601010	CROSSING GUARD WAGES	1,391.19	6,238.00	6,238.00
1422601110	CROSSING GUARD BENEFITS	132.50	784.00	784.00
1423002024	AMBULANCE - OPERATING COSTS	154.68	3,000.00	3,000.00
1426002710	TRANSFER TO RRCA	69,658.66	97,033.00	97,033.00
1426002715	TRANSFER TO SNRCA	9,676.20	14,514.00	14,514.00
1429001010	CEMC - WAGES	645.31	-	-
1429001015	CEMC -PT TIME WAGES	1,104.61	4,610.00	4,610.00
1429001110	CEMC - BENEFITS	203.31	579.00	579.00
1429002035	CEMC - CONFERENCES/TRAINING/WORKSHOPS	181.76	2,500.00	500.00
1429002120	CEMC - OFFICE SUPPLIES	-	500.00	100.00
1429002125	CEMC - MATERIALS/SUPPLIES	-	500.00	100.00
1429002223	CEMC - CONSULTANT	-	500.00	100.00
1429002325	CEMC - PUBLICITY/PUBLIC AWARENESS	303.97	1,000.00	1,000.00
1429005010	CEMC - GENERAL EXPENSES	28.20	-	50.00
1430111010	BRIDGES - WAGES	3,784.16	-	-
1430111035	BRIDGES - OVERTIME	156.62	-	-
1430111110	BRIDGES - BENEFITS	812.00	-	-
1430112125	BRIDGES - MATERIALS/SUPPLIES	1,431.60	16,000.00	16,000.00
1430114010	BRIDGES - CONTRACTED SERVICES	8,340.26	6,000.00	6,000.00
1430115011	BRIDGES - ENGINEERING STUDY/DESIGN	-	15,000.00	15,000.00
1430121010	RD MTCE - WAGES	193,153.05	-	-
1430121035	RD MTCE - OVERTIME	11,512.20	-	-
1430121110	RD MTCE - BENEFITS	37,573.38	-	-
1430122125	RD MTCE - MATERIALS/SUPPLIES	2,707.10	30,000.00	30,000.00
1430122325	RD MTCE - BEAUTIFICATION	1,360.08	6,000.00	6,000.00
1430124110	RD MTCE - BRUSHING & TRIMMING	3,513.79	-	5,000.00
1430124300	RD MTCE - CATCH BASINS AND CURBS	70.57	7,500.00	7,500.00
1430124350	RD MTCE - DEBRIS/ LITTER PICK UP	381.60	1,000.00	1,000.00
1430124351	RD MTCE - TOP SOIL	-	1,000.00	-
1430351010	SIDEWK - WAGES	5,733.13	-	-
1430351035	SIDEWK - OVERTIME	714.01	-	-
1430351110	SIDEWK - BENEFITS	757.37	-	-
1430352125	SIDEWK - MATERIALS/SUPPLIES	52.50	3,000.00	3,000.00
1430354010	SIDEWK - CONTRACTED SERVICES	-	3,000.00	3,000.00
1430451010	LSTOP - WAGES	31,933.89	-	-
1430451035	LSTOP - OVERTIME	3,215.98	-	-
1430451110	LSTOP - BENEFITS	7,058.07	-	-
1430452125	LSTOP - MATERIALS/SUPPLIES	-	4,000.00	4,000.00
1430455190	LSTOP - PATCHING AND WASHOUTS	-	2,000.00	2,000.00
1430455205	LSTOP - DUST LAYER	82,278.35	135,000.00	135,000.00
1430461010	HRDTP MTCE - WAGES	428.64	-	-
1430461035	HRDTP MTCE - OVERTIME	1.52	-	-
1430461110	HRDTP MTCE - BENEFITS	89.72	-	-
1430465190	HRDTP MTCE - PATCHING AND WASHOUTS	1,526.40	35,000.00	35,000.00
1430465194	HRDTP MTCE - SWEEPING AND CLEANING	11,702.41	30,000.00	30,000.00
1430551010	PLOWING/SALTING - WAGES	88,464.30	-	-
1430551035	PLOWING/SALTING - OVERTIME	31,423.44	-	-
1430551110	PLOWING/SALTING - BENEFITS	20,308.51	-	-
1430552125	PLOWING/SALTING - MATERIALS/SUPPLIES	-	5,000.00	5,000.00
1430554010	PLOWING/SALTING - CONTRACTED SERVICES	-	2,000.00	2,000.00
1430555125	SAND AND SALT	44,563.78	161,000.00	161,000.00
1430561010	SNOW REMOVAL - WAGES	14,410.98	-	-
1430561035	SNOW REMOVAL - OVERTIME	4,909.41	-	-
1430561110	SNOW REMOVAL - BENEFITS	3,375.94	-	-
1430562125	SNOW REMOVAL - MATERIALS/SUPPLIES	-	1,000.00	1,000.00
1430564010	SNOW REMOVAL - CONTRACTED SERVICES	32,867.19	70,000.00	70,000.00
1430601010	S.S. - WAGES	814.24	-	-
1430601035	S.S. - OVERTIME	272.27	-	-
1430601110	S.S. - BENEFITS	203.57	-	-
1430602125	S.S. - MATERIALS/SUPPLIES	-	2,500.00	2,500.00
1430604010	S.S. - CONTRACTED SERVICES	12,145.06	20,000.00	20,000.00
1430612125	S.D. - MATERIALS/SUPPLIES	1,002.49	10,000.00	4,000.00
1430613010	S.D. - EQUIPMENT RENTALS	14,675.00	40,000.00	40,000.00
1430622056	ST. LIGHTS - HYDRO	30,776.13	73,500.00	73,500.00
1430622125	ST. LIGHTS - MATERIALS/SUPPLIES	-	1,000.00	1,000.00
1430622368	ST. LIGHTS - EQUIPMENT MAINTENANCE	1,407.21	4,000.00	4,000.00
1430625010	ST. LIGHTS - X-MAS DECORATION	383.96	1,500.00	1,500.00
1430652055	PWB - ENBRIDGE	1,673.77	3,178.00	3,178.00
1430652056	PWB - HYDRO	777.19	4,410.00	4,410.00
1430652057	PWB - WATER/SEWER	700.09	1,300.00	1,300.00
1430652120	PWB - OFFICE SUPPLIES	203.88	4,000.00	4,000.00
1430652124	PWB - HOUSEKEEPING/JANITORIAL SUPPLIE	1,648.23	5,000.00	3,000.00
1430652125	PWB - MATERIAL/SUPPLIES	112.88	2,000.00	1,000.00
1430652140	PWB - PHOTOCOPIER EXPENSE	641.91	600.00	1,100.42
1430652366	PWB - BLG MTCE/SUPPLIES	407.34	2,000.00	1,000.00

1430902055	PWB - ENBRIDGE	16,708.10	10,000.00	28,642.46
1430902056	PWB - HYDRO	9,945.44	8,000.00	17,049.33
1430902057	PWB - WATER SEWER	700.05	1,500.00	1,500.00
1430902366	PWB - BUILDING EXPENSE	390.76	1,000.00	1,000.00
1431011010	ROADS - WAGES - FULL TIME	158,826.56	908,271.00	908,271.00
1431011015	ROADS - WAGES - PART TIME	24,446.98	38,484.00	38,484.00
1431011035	ROADS - OVERTIME	8,741.65	85,000.00	85,000.00
1431011110	ROADS - BENEFITS	87,933.18	282,765.00	282,765.00
1431011225	ROADS - INSURANCE	57,681.51	57,563.00	57,563.00
1431011502	ROADS - LTD FINANCE CHARGES	7,441.69	118,246.00	50,000.00
1431012020	ROADS - HEALTH & SAFETY	8.12	2,000.00	500.00
1431012021	ROADS - WORK BOOTS & CLOTHING	3,002.13	10,000.00	10,000.00
1431012025	ROADS - MILEAGE & TRAVEL	-	500.00	500.00
1431012026	ROADS - MEETING ATTENDANCE	-	120.00	120.00
1431012027	ROAD - INSURANCE CLAIMS	966.29	10,000.00	2,500.00
1431012035	ROADS - CONFERENCES/WORKSHOPS/TRAINING	9,379.06	20,000.00	10,000.00
1431012049	ROADS - CELL PHONES	5,544.12	11,000.00	11,000.00
1431012050	ROADS - TELEPHONE	1,071.71	5,800.00	3,000.00
1431012051	ROADS - COURIER	1,315.95	2,500.00	2,500.00
1431012055	ROADS - ENBRIDGE	9,314.07	13,000.00	13,000.00
1431012056	ROADS - HYDRO	9,416.56	20,000.00	20,000.00
1431012057	ROADS - WATER/SEWER	700.85	1,300.00	1,300.00
1431012065	ROADS - OIL FURNACE	3,696.47	5,200.00	5,200.00
1431012110	ROADS - TOOLS	1,549.96	5,000.00	5,000.00
1431012120	ROADS - OFFICE SUPPLIES	-	2,000.00	2,000.00
1431012124	ROADS - JANITORIAL/HOUSEKEEPING SUPPLIES	153.35	500.00	500.00
1431012125	ROADS - MATERIAL/SUPPLIES	5,659.32	12,000.00	7,500.00
1431012130	ROADS - COMPUTER FEES & EQUIPMENT	3,155.74	1,500.00	40,000.00
1431012210	ROADS - LEGAL FEES	-	3,500.00	3,500.00
1431012223	ROADS - CONSULTING FEES	-	10,000.00	5,000.00
1431012300	ROADS - ADVERTISING	1,653.71	2,000.00	2,000.00
1431012366	ROADS - BUILDING MAINTENANCE/SUPPLIES	7,153.66	10,000.00	10,000.00
1431012368	ROADS - EQUIPMENT MAINTENANCE	70,853.79	130,000.00	130,000.00
1431012370	ROADS - TRUCK LICENCING	6,214.92	18,000.00	18,000.00
1431012400	ROADS - GAS/DIESEL/OIL	96,051.91	175,000.00	175,000.00
1431012410	ROADS - ASSOC & MEMBERSHIP FEES	960.41	2,000.00	2,000.00
1431014010	ROADS - CONTRACT/CONTRACTED SERVICES	-	600.00	600.00
1431014105	ROADS - WEED CONTROL	42,003.22	30,264.00	45,000.00
1431015010	ROADS - GENERAL EXPENSES	211.70	-	300.00
1431017911	ROADS - RECOVERABLE COSTS	-	18,000.00	18,000.00
1440102223	WASTE - CONSULTING FEES	-	10,000.00	5,000.00
1440104010	WASTE - CONTRACT/CONTRACTED SERVICES	149,199.37	256,000.00	256,000.00
1440104011	WASTE - RECYLING CONTRACTED SERVICES	98,716.28	170,000.00	170,000.00
1440201010	LF - WAGES	5,511.28	51,053.00	30,000.00
1440201015	LF - PART-TIME WAGES	12,582.01	-	15,000.00
1440201110	LF - BENEFITS	3,131.98	7,268.00	7,268.00
1440201516	LF - LTD - LAND	13,441.80	26,884.00	26,884.00
1440202013	LF - COVER MATERIAL	4,269.85	15,000.00	15,000.00
1440202015	LF - PROPERTY TAXES	15,732.85	-	15,800.00
1440202021	LF - CLOTHING ALLOWANCE	30.52	-	50.00
1440202024	LF - OPERATING MTCE. EXPENSE	14,222.70	20,000.00	20,000.00
1440202025	LF - MILEAGE & TRAVEL	-	1,500.00	1,500.00
1440202035	LF - CONFERENCES & WORKSHOPS	-	1,000.00	1,000.00
1440202049	LF - CELL PHONE	148.75	600.00	600.00
1440202056	LF - HYDRO	1,522.61	3,000.00	3,000.00
1440202125	LF - MATERIALS/SUPPLIES	101.75	1,000.00	250.00
1440202161	LF - COMPACTOR EXPENSE	-	5,000.00	5,000.00
1440202187	LF - WASTE ACCEPTANCE FEES - LAFLECHE	91,234.71	163,951.00	163,951.00
1440202210	LF - LEGAL COSTS	-	5,000.00	1,000.00
1440202223	LF - CONSULTING FEES	21,190.18	30,000.00	30,000.00
1440202300	LF - ADVERTISING/EDUCATION	-	1,000.00	1,000.00
1440202368	LF - EQUIPMENT MAINTENANCE	-	1,500.00	1,500.00
1440202400	LF - GAS/DIESEL/OIL	130.97	1,500.00	500.00
1440202410	LF - ASSOCIATION FEES	409.06	300.00	410.00
1440202540	LF - SAMPLING AND MONITORING	9,492.45	60,675.00	60,675.00
1440204023	LF - HOUSEHOLD HAZARDOUS WASTE DAY	1,050.98	44,000.00	44,000.00
1440204028	LF - LEACHATE HAULING	23,244.03	25,000.00	25,000.00
1440204029	LF - NG COMMUNITY CLEAN-UP DAY	1,040.49	7,500.00	7,500.00
1440204956	LF - FREE LANDFILL OFFSET	-	30,000.00	30,000.00
1440209000	LF - TRANSFER TO RESERVES	-	20,000.00	20,000.00
1440301010	RARE - WAGES	163,087.57	229,544.00	229,544.00
1440301015	RARE - PART TIME WAGES	101,633.51	113,548.00	113,548.00
1440301035	RARE - OVERTIME	1,412.41	-	1,400.00
1440301110	RARE - BENEFITS	68,161.48	87,311.00	87,311.00
1440301225	RARE - INSURANCE	11,899.86	10,796.00	11,900.00
1440301505	RARE - LTD PAYMENTS	27,209.10	54,500.00	54,500.00
1440302015	RARE - PROPERTY TAXES	12,347.08	12,750.00	12,750.00
1440302020	RARE - HEALTH & SAFETY	141.77	500.00	500.00
1440302021	RARE - WORK BOOTS & CLOTHING	195.66	3,000.00	1,500.00
1440302024	RARE - GARBAGE & SNOW REMOVAL	15,000.00	42,000.00	42,000.00
1440302025	RARE - MILEAGE & TRAVEL	123.43	300.00	300.00
1440302026	RARE - MEETING ATTENDANCE	-	250.00	250.00
1440302035	RARE - CONFERENCES/WORKSHOPS/TRAINING	-	2,000.00	2,000.00



1440302049	RARE - CELL PHONE	967.97	1,500.00	1,500.00
1440302050	RARE - TELEPHONE	334.95	850.00	850.00
1440302055	RARE - ENBRIDGE	2,769.58	3,000.00	3,000.00
1440302056	RARE - HYDRO	12,458.32	35,000.00	35,000.00
1440302057	RARE - WATER/SEWER	702.33	1,200.00	1,200.00
1440302100	RARE - POSTAGE	-	100.00	100.00
1440302110	RARE - TOOLS	478.18	2,000.00	2,000.00
1440302120	RARE - OFFICE SUPPLIES	87.39	500.00	500.00
1440302124	RARE - HOUSEKEEPING & JANITORIAL SUPPLIE	513.59	1,000.00	1,000.00
1440302125	RARE - WIRE MATERIAL	7,040.28	9,000.00	9,000.00
1440302130	RARE - COMPUTER EXPENSE	545.30	100.00	100.00
1440302140	RARE - PHOTOCOPIER EXPENSE	363.50	1,000.00	1,000.00
1440302155	RARE - REPAIRS - MAGNETIC SEPARATOR	-	1,000.00	1,000.00
1440302156	RARE - REPAIRS - CONVEYOR	3,479.71	2,500.00	3,500.00
1440302157	RARE - REPAIRS - BOBCAT	2,606.16	2,500.00	2,600.00
1440302159	RARE - REPAIRS - VANS	-	500.00	500.00
1440302160	RARE - REPAIRS - BALER	237.47	6,000.00	6,000.00
1440302165	RARE - BALLISTIC/OCC HT STORAGE	-	6,000.00	3,000.00
1440302210	RARE - LEGAL FEES	-	2,000.00	500.00
1440302223	RARE - CONSULTING FEES	-	3,000.00	500.00
1440302300	RARE - ADVERTISING	-	1,000.00	500.00
1440302325	RARE - PUBLICITY & PROMOTION	1,089.14	2,500.00	2,500.00
1440302366	RARE - BUILDING/ MAINTENANCE/SUPPLIES	927.91	6,000.00	6,000.00
1440302367	RARE - SHOP EQUIPMENT INVENTORY	-	3,000.00	1,500.00
1440302370	RARE - TRUCK LICENCING	-	150.00	150.00
1440302399	RARE - VEHICLE MAINTENANCE	-	1,000.00	1,000.00
1440302400	RARE - GAS/OIL/DIESEL	1,359.66	4,200.00	4,200.00
1440302410	RARE - ASSOC. & MEMBERSHIP FEES	574.17	1,000.00	1,000.00
1440302511	RARE - TRANSPORTATION	1,500.00	2,000.00	2,000.00
1440302520	RARE - WEIGHING CHARGES	-	900.00	150.00
1440303010	RARE - EQUIPMENT RENTAL/LEASING	13,559.46	20,000.00	20,000.00
1440303021	RARE - EQUIPMENT PURCHASES - OFFICE	-	500.00	500.00
1440304010	RARE - CONTRACTED SERVICES	1,125.00	-	-
1440305010	RARE - GENERAL EXPENSES	6.99	750.00	750.00
1440307424	RARE - PURCHASE - ALUMINUM	-	1,000.00	1,000.00
1440307430	RARE - PURCHASE - CARDBOARD	24,479.78	45,000.00	(35,000.00)
1440307431	RARE - PURCHASE - MIXED PLASTIC	-	2,700.00	1,000.00
1440307435	RARE - PURCHASE -NEWSPRINT	406.05	4,200.00	1,000.00
1470005234	GSP - LINE OF CREDIT PAYMENT	10,122.62	-	10,122.00
1470005236	CONTRIBUTIONS - OTHER ORGANIZATIONS	12,300.00	25,000.00	25,000.00
1470005237	CONTRIBUTIONS TO N.G. RECREATION ASSOCIAT	61,930.00	82,980.00	82,980.00
1470005247	CONT GLENGARRY PIONEER MUSEUM TAX & INS.	12,565.06	14,000.00	14,000.00
1470005248	CONT GLENGARRY PIONEER MUSEUM OPERATING	18,000.00	17,000.00	17,000.00
1470005249	CONTRIBUTION TO HIGHLAND GAMES COMMITTEE	-	3,000.00	3,000.00
1470005251	CONTRIBUTION TO FESTIVAL OF LIGHTS	-	2,000.00	2,000.00
1470005253	CONTRIBUTION TO GMH	-	20,000.00	20,000.00
1470005258	CONTRIBUTION TO ARCHIVE INITIATIVE	95,897.06	46,000.00	100,000.00
1470204260	APPLE HILL COMMUNITY CENTRE	42.74	1,428.00	500.00
1470204261	GLEN ROBERTSON COMMUNITY CENTRE	207.59	1,429.00	500.00
1470204262	DUNVEGAN RECREATION CENTRE	42.74	1,428.00	500.00
1470204263	DALKEITH RECREATION CENTRE	134.32	1,429.00	500.00
1470204264	MAXVILLE RECREATION CENTRE	114.33	1,428.00	500.00
1470204265	MAXVILLE LIBRARY	-	1,429.00	500.00
1470204266	DALKEITH LIBRARY	232.01	1,429.00	500.00
1471001010	MSC - WAGES	54,096.44	100,924.00	100,924.00
1471001015	MSC - PART TIME WAGES	26,696.81	90,930.00	35,000.00
1471001035	MSC - OVERTIME	4,193.99	5,000.00	5,000.00
1471001110	MSC - BENEFITS	30,846.70	58,895.00	58,895.00
1471001225	MSC - INSURANCE	12,124.59	12,100.00	12,100.00
1471002020	MSC - HEALTH & SAFETY	163.96	750.00	250.00
1471002021	MSC - WORK BOOTS & CLOTHING	270.15	1,500.00	500.00
1471002025	MSC - MILEAGE & TRAVEL	260.49	700.00	500.00
1471002026	MSC - MEETING ATTENDANCE	333.43	600.00	400.00
1471002028	MSC - BOOK KING SOFTWARE	91.95	1,500.00	500.00
1471002030	MSC - SPORTSFIELDS EXPENSES	701.44	1,750.00	1,000.00
1471002035	MSC - CONFERENCES/ WORKSHOPS/TRAINING	1,787.50	4,000.00	2,000.00
1471002049	MSC - CELL PHONE	480.40	700.00	700.00
1471002050	MSC - TELEPHONE	(314.00)	1,100.00	1,100.00
1471002055	MSC - ENBRIDGE	0.32	-	-
1471002056	MSC - HYDRO	32,495.79	90,000.00	55,707.07
1471002057	MSC - WATER/SEWER	795.29	6,000.00	1,500.00
1471002110	MSC - TOOLS	7.97	300.00	50.00
1471002120	MSC - OFFICE SUPPLIES	6.29	500.00	50.00
1471002124	MSC - HOUSEKEEPING & JANITORIAL SUPP	2,079.66	6,000.00	3,000.00
1471002125	MSC - MATERIALS/SUPPLIES	455.21	2,000.00	1,000.00
1471002126	MSC - HALL SUPPLIES	541.80	4,000.00	1,000.00
1471002127	MSC - PEPSI SUPPLIES	769.52	1,500.00	1,000.00
1471002130	MSC - COMPUTER FEES & EQUIP.	882.00	1,500.00	1,000.00
1471002300	MSC - ADVERTISING	265.49	750.00	500.00
1471002366	MSC - BUILDING MAINTENANCE/GROUND MTCE	22,836.80	40,000.00	30,000.00
1471002367	MSC - PROPANE	11,518.60	35,000.00	22,000.00
1471002368	MSC - EQUIPMENT MTCE	6,986.27	15,000.00	9,000.00
1471002410	MSC - ASOCIATION & MEMBERSHIP FEES	160.00	1,000.00	500.00

1471002564	MSC - PRO SHOP	410.36	1,000.00	500.00
1471004010	MSC - CONTRACTS/CONTRACTED SERVICES	2,838.84	9,000.00	3,000.00
1471005120	MSC - SNOW REMOVAL	4,560.00	7,000.00	7,000.00
1471007711	MSC - CANTEEN SUPPLIES	3,165.39	8,000.00	5,000.00
1472001010	ISLAND PARK - WAGES	71,257.51	98,106.00	98,106.00
1472001015	ISLAND PARK - PART TIME WAGES	10,439.35	61,665.00	15,000.00
1472001035	ISLAND PARK - OVERTIME	2,582.94	5,000.00	5,000.00
1472001110	ISLAND PARK - BENEFITS	29,291.87	42,478.00	42,478.00
1472001225	ISLAND PARK - INSURANCE	8,693.01	8,800.00	8,800.00
1472002021	ISLAND PARK - CLOTHING ALLOWANCE	845.74	1,500.00	1,000.00
1472002025	ISLAND PARK - MILEAGE & TRAVEL	-	500.00	500.00
1472002026	ISLAND PARK - MEETING ATTENDANCE	356.70	500.00	500.00
1472002028	ISLAND PARK - BOOK KING SOFTWARE	93.57	1,500.00	250.00
1472002030	ISLAND PARK - SPORTSFIELDS EXPENSE	1,766.70	8,000.00	3,000.00
1472002035	ISLAND PARK - CONF/WORKSHOP/TRAINING	2,190.38	3,500.00	2,200.00
1472002049	ISLAND PARK - CELL PHONE	768.53	1,200.00	1,200.00
1472002050	ISLAND PARK - TELEPHONE	255.49	500.00	500.00
1472002055	ISLAND PARK - ENBRIDGE	1,724.62	2,500.00	3,000.00
1472002056	ISLAND PARK - HYDRO	2,880.77	12,000.00	5,000.00
1472002057	ISLAND PARK - WATER/SEWER	1,924.32	7,500.00	4,000.00
1472002120	ISLAND PARK - OFFICE SUPPLIES	-	1,000.00	50.00
1472002124	ISLAND PARK - HOUSEKEEPING & JAN. SUPP	2,925.82	7,000.00	4,000.00
1472002125	ISLAND PARK - MATERIALS/SUPPLIES	139.29	1,550.00	500.00
1472002126	ISLAND PARK - BAR SUPPLIES	114.27	1,000.00	200.00
1472002128	ISLAND PARK - VANDALISM REPAIRS	407.04	-	1,000.00
1472002130	ISLAND PARK - COMPUTER EQUIPT & SUPPLIES	-	1,000.00	1,000.00
1472002140	ISLAND PARK - PHOTOCOPIER EXPENSE	482.43	600.00	600.00
1472002300	ISLAND PARK - ADVERTISING	-	750.00	150.00
1472002366	ISLAND PARK - BUILDING MAINT/SUPPLIES	3,207.55	11,000.00	5,000.00
1472002368	ISLAND PARK - EQUIPMENT MAINT/SUPPLIES	1,393.32	7,000.00	2,500.00
1472002370	ISLAND PARK - OUTDOOR FURN & ATTRIBUTES	-	3,000.00	-
1472002399	ISLAND PARK - VEHICLE MAINTENANCE	248.13	2,500.00	1,000.00
1472002400	ISLAND PARK - GAS/OIL/DIESEL	1,750.91	6,000.00	3,000.00
1472002410	ISLAND PARK - MEMBERSHIP FEES	332.82	1,000.00	500.00
1472003704	ISLAND PARK - MILL SQUARE OPERATING	-	2,000.00	-
1472004005	ISLAND PARK - LANDSCAPING/FLOWERS	5,909.14	10,000.00	10,000.00
1472004010	ISLAND PARK - CONTRACTS/CONTRACTED SERV	-	5,000.00	5,000.00
1472004102	ISLAND PARK - TREE REMOVAL	-	1,500.00	1,500.00
1472004104	ISLAND PARK - KING GEORGE PARK	-	500.00	500.00
1472004108	ISLAND PARK - GOOSE MANAGEMENT STRATEGY	-	250.00	250.00
1472005010	ISLAND PARK - GENERAL EXPENSES	58.00	-	100.00
1472008003	ISLAND PARK - SPECIAL PROJECTS	-	2,000.00	-
1472008004	ISLAND PARK - SPECIAL EVENTS/FESTIVALS	1,337.13	1,500.00	1,500.00
1473001010	DOME - WAGES	25,426.92	86,658.00	86,658.00
1473001015	DOME - PART TIME WAGES	13,212.06	35,060.00	22,649.25
1473001035	DOME - OVERTIME	1,499.22	-	2,000.00
1473001110	DOME - BENEFITS	9,442.76	19,833.00	19,833.00
1473001225	DOME - INSURANCE	1,136.43	1,210.00	1,210.00
1473002021	DOME - CLOTHING ALLOWANCE	228.16	500.00	500.00
1473002025	DOME - MILEAGE	21.98	800.00	200.00
1473002028	DOME - BOOK KING SOFTWARE	93.57	1,500.00	250.00
1473002030	DOME - SPORTS EQUIP & SUPPLIES	115.21	1,500.00	500.00
1473002035	DOME - TRAINING/CONFERENCE	670.96	1,000.00	1,000.00
1473002049	DOME - CELL PHONE	252.72	1,000.00	500.00
1473002050	DOME - TELEPHONE	83.72	300.00	200.00
1473002055	DOME - ENBRIDGE	24,262.54	45,000.00	45,000.00
1473002056	DOME - HYDRO	9,126.74	20,000.00	20,000.00
1473002057	DOME - WATER/SEWER	701.37	1,300.00	1,300.00
1473002120	DOME - OFFICE SUPPLIES	175.47	1,000.00	500.00
1473002124	DOME - JANITORIAL SUPP & HOUSEKEEPING	849.92	3,300.00	1,500.00
1473002125	DOME - SUPPLIES	-	500.00	200.00
1473002127	DOME - VENDING SUPPLIES (PEPSI ..)	38.47	500.00	100.00
1473002130	DOME - COMPUTER EQUIPT & SUPPLIES	-	500.00	200.00
1473002140	DOME - PHOTOCOPIER EXPENSE	88.36	100.00	200.00
1473002300	DOME - ADVERTISING	-	750.00	250.00
1473002366	DOME - BLDG/PROP MAINT/SUPPLIES	4,758.09	12,000.00	7,500.00
1473002368	DOME - EQUIPMENT MTCE	2,594.15	2,000.00	3,500.00
1473002371	DOME - REFEREE	-	1,200.00	-
1473002399	DOME - VEHICLE REPAIRS	-	500.00	500.00
1473004000	DOME - VOLLEYBALL EXPENSE	-	1,000.00	-
1473004001	DOME - RUNNING PROGRAM	1,110.00	2,000.00	2,000.00
1473004005	DOME - LANDSCAPING	-	500.00	500.00
1473004010	DOME - CONTRACTED SERVICES	304.96	-	500.00
1473004110	DOME - BIRTHDAY SUPPLIES	334.04	1,000.00	600.00
1473004112	DOME - OUTDOOR FURNITURE	-	500.00	500.00
1473004113	DOME - FIELD MAINTENANCE	-	2,000.00	2,000.00
1473005010	DOME - GENERAL EXPENSES	3,341.44	-	3,500.00
1473007755	DOME - FLAG FOOTBALL	-	100.00	100.00
1474002056	LIB - HYDRO - DALKEITH & MAXVILLE & ALEX	5,442.94	8,000.00	8,000.00
1474002366	LIB - BUILDING MAINTENANCE/SUPPLIES	1,392.08	8,000.00	4,000.00
1474004268	LIB - ALEXANDRIA LIBRARY	-	1,000.00	1,000.00
1475001010	GSP - WAGES	71,351.83	168,882.00	168,882.00
1475001015	GSP - PART-TIME WAGES	17,064.38	52,333.00	29,253.22

1475001035	GSP - OVERTIME	3,855.77	-	5,000.00
1475001110	GSP - BENEFITS	32,978.91	61,454.00	61,454.00
1475001225	GSP - INSURANCE	15,120.92	15,121.00	15,121.00
1475002021	GSP - CLOTHING ALLOWANCE	269.39	1,000.00	500.00
1475002025	GSP - MILEAGE	43.56	1,500.00	150.00
1475002028	GSP - BOOKING SOFTWARE	91.95	-	150.00
1475002030	GSP - SPORTSFIELD EXPENSES	110.62	-	250.00
1475002035	GSP - TRAINING/WORKSHOP	1,787.50	4,500.00	2,500.00
1475002049	GSP - CELL PHONES	758.81	1,000.00	1,000.00
1475002050	GSP - TELEPHONE	167.44	500.00	500.00
1475002055	GSP - ENBRIDGE	9,201.24	18,000.00	18,000.00
1475002056	GSP - HYDRO	35,046.13	105,000.00	105,000.00
1475002057	GSP - WATER SEWER	4,353.77	10,500.00	10,500.00
1475002100	GSP - POSTAGE	21.36	200.00	200.00
1475002120	GSP - OFFICE SUPPLIES	112.46	4,000.00	1,000.00
1475002124	GSP - HOUSEKEEPING/JANITORIAL SUPPLIES	3,093.17	3,200.00	4,000.00
1475002125	GSP - MATERIAL/SUPPLIES	90.08	-	150.00
1475002126	GSP - BAR/HALL EXPENSE	4,464.71	15,000.00	6,500.00
1475002127	GSP - VENDING/PEPSI MACHINE	66.41	400.00	100.00
1475002130	GSP - COMPUTER SUPPLIES	90.08	1,500.00	250.00
1475002140	GSP - PHOTOCOPIER EXPENSE	536.60	-	750.00
1475002200	GSP - AUDIT FEES	2,800.00	3,000.00	3,000.00
1475002300	GSP - ADVERTISING	-	500.00	500.00
1475002366	GSP - BUILDING EXPENSES	16,380.73	75,000.00	32,000.00
1475002367	GSP - PROPANE	675.52	1,200.00	1,200.00
1475002368	GSP - EQUIPMENT MTCE	2,958.93	2,250.00	3,500.00
1475002399	GSP - VEHICLE MTCE	15.00	1,200.00	1,200.00
1475002400	GSP - GAS	293.89	-	500.00
1475002410	GSP - MEMBERSHIP FEES	198.58	600.00	600.00
1475002564	GSP - SKATE SHARPENING	261.80	500.00	500.00
1475004010	GSP - CONTRACTED SERVICES	6,275.76	1,000.00	7,500.00
1475005010	GSP - GENERAL EXPENSES	-	5,500.00	-
1475005120	GSP - SNOW REMOVAL	3,255.00	-	5,000.00
1475007722	GSP - PROGRAMMING	1,150.00	10,250.00	3,000.00
1475009000	GSP - TRANSFERS TO RESERVES	-	125,000.00	125,000.00
1480001010	PLN - WAGES	58,980.34	109,667.00	109,667.00
1480001015	PLN - PART TIME WAGES	-	49,131.00	49,131.00
1480001035	PLN - OVERTIME	90.73	-	-
1480001110	PLN - BENEFITS	17,847.54	34,869.00	34,869.00
1480002025	PLN - MILEAGE & TRAVEL	121.45	1,000.00	500.00
1480002026	PLN - MEETING ATTENDANCE	960.00	-	1,200.00
1480002035	PLN - CONFERENCES/WORKSHOPS/TRAINING	660.48	1,500.00	1,000.00
1480002049	PLN - CELL PHONES	442.44	500.00	500.00
1480002120	PLN - OFFICE SUPPLIES	102.94	200.00	200.00
1480002125	PLN - MATERIALS/SUPPLIES	66.72	500.00	500.00
1480002210	PLN - LEGAL FEES	203.52	-	400.00
1480002223	PLN - CONSULTING FEES	65.03	5,000.00	1,000.00
1480002300	PLN - ADVERTISING	3,126.40	4,500.00	4,500.00
1480002410	PLN - ASSOCIATION & MEMBERSHIPS FEES	531.95	500.00	750.00
1480005010	PLN - GENERAL EXPENSES	57.85	500.00	200.00
1480009000	PLN - TRF TO RESERVE	-	5,000.00	5,000.00
1480201010	MUN. DRAIN - WAGES	20,635.62	55,138.00	55,138.00
1480201035	MUN. DRAIN - OVERTIME	78.81	-	100.00
1480201110	MUN. DRAIN - BENEFITS	5,092.74	12,552.00	12,552.00
1480202021	DRAIN - WORK BOOTS & CLOTHING	-	500.00	100.00
1480202024	DRAIN SUPT - OPERATING EXPENSES	-	800.00	200.00
1480202025	DRAIN SUPT - MILEAGE & TRAVEL	-	200.00	200.00
1480202026	DRAIN - MEETING ATTENDANCE	-	120.00	-
1480202035	DRAIN - CONFERENCE & WORKSHOP	175.00	3,000.00	200.00
1480202049	DRAIN SUPT - CELL PHONE	171.92	500.00	500.00
1480202399	DRAIN - VEHICLE MAINTENANCE	-	1,500.00	1,500.00
1480202400	DRAIN - GAS	580.29	4,000.00	2,000.00
1480204010	DRAIN - CONTRACT SERVICES	1,111.25	-	1,250.00
1480206150	MUNICIPAL DRAIN MAINTENANCE	119,140.81	200,000.00	200,000.00
1480206151	MUNICIPAL DRAIN - BEAVER MANAGEMENT	2,427.46	10,000.00	10,000.00
1480206153	CHENIER-JEAUROND (WAS BUREAU RD) DRAIN	2,971.59	240,000.00	100,000.00
1480306170	LIVESTOCK EVALUATOR	217.86	1,000.00	1,000.00
1480306171	LIVESTOCK DAMAGES	-	5,000.00	2,000.00
1480406300	TILE DRAINAGE - DEBENTURE PRINCIPAL	34,672.90	91,250.00	59,439.26
1480406301	TILE DRAINAGE - DEBENTURE INTEREST	7,050.25	-	12,086.14
1483006350	COUNTY - REQUISITIONS	3,447,945.91	-	6,919,848.00
1483006352	PUBLIC FRENCH - REQUISITIONS	88,672.56	-	179,831.94
1483006354	PUBLIC ENGLISH - REQUISITIONS	760,710.96	-	1,543,713.71
1483006356	SEPARATE FRENCH - REQUISITIONS	380,043.84	-	750,290.38
1483006358	SEPARATE ENGLISH - REQUISITIONS	231,443.48	-	457,006.15
1492001010	NGWD-WAGES	1,261.84	139,038.00	139,038.00
1492001035	NGWD - OVERTIME	5,686.64	-	-
1492001110	NGWD-BENEFITS	765.19	41,683.00	41,683.00
1492001210	NGWD-WSIB CLAIMS PAID	2.98	500.00	50.00
1492001225	NGWD-INSURANCE	23,811.69	23,734.00	23,734.00
1492001500	NGWD - LTD MAXVILLE WATER PROJECT	231,208.22	-	-
1492001505	NGWD-LTD PAYMENTS	47,524.14	556,297.00	556,297.00
1492002015	NGWD-MUNICIPAL TAXES	10,138.40	1,200.00	10,138.00

1492002020	NGWD-HEALTH & SAFETY	416.46	1,200.00	1,200.00
1492002021	NGWD-WORK BOOTS & CLOTHING ALLOWANCE	206.48	1,200.00	1,200.00
1492002022	NGWD - PRESCRIPTION SAFETY GLASSES	459.16	-	500.00
1492002023	NGWD-BILLING OPERATING COSTS	777.06	2,500.00	2,500.00
1492002027	NGW - INSURANCE CLAIMS	4,228.50	-	5,000.00
1492002035	NGWD-CONFERENCE & WORKSHOPS	3,512.10	9,000.00	4,000.00
1492002037	NGWD-CERTIFICATE RENEWAL	876.17	1,000.00	1,000.00
1492002049	NGWD-CELL PHONES	832.96	2,500.00	2,500.00
1492002050	NGWD-TELEPHONE	2,455.50	3,200.00	3,200.00
1492002051	NGWD-COURIER	212.89	1,200.00	500.00
1492002056	NGWD-HYDRO	5,190.35	1,100.00	8,897.74
1492002057	NGWD-WATER/SEWER	-	200.00	200.00
1492002110	NGWD-TOOLS	546.41	1,000.00	1,000.00
1492002114	NGWD-CHEMICALS	1,615.05	2,500.00	2,500.00
1492002116	NGWD-CHLORINE	1,031.46	1,000.00	1,000.00
1492002120	NGWD-OFFICE SUPPLIES	1,300.32	500.00	500.00
1492002125	NGWD-MATERIALS & SUPPLIES	3,149.60	6,000.00	6,000.00
1492002130	NGWD - COMPUTER SUPPLIES	2,954.42	1,500.00	1,500.00
1492002140	NGWD - PHOTOCOPIER EXPENSES	539.58	-	1,000.00
1492002162	NGWD-NEW WATER METER /REPAIRS	-	2,500.00	2,500.00
1492002164	NGWD-WATER MAIN REPAIRS	80,036.47	125,000.00	125,000.00
1492002166	NGWD-FROZEN LINES SERVICES	-	1,000.00	1,000.00
1492002200	NGWD-ACCOUNTING/AUDIT FEES	-	1,500.00	1,500.00
1492002201	NGWD-QMS AUDITING	-	3,500.00	3,500.00
1492002210	NGWD-LEGAL FEES	-	5,000.00	3,000.00
1492002223	NGWD-CONSULTING FEES	-	5,000.00	3,000.00
1492002300	NGWD-ADVERTISING	131.64	1,000.00	1,000.00
1492002366	NGWD-BUILDING MTCE/SUPPLIES	812.74	1,000.00	1,000.00
1492002368	NGWD-EQUIPMENT MTCE	7,799.86	4,500.00	10,000.00
1492002370	NGWD-TRUCK LICENCING	-	1,000.00	1,000.00
1492002399	NGWD-VEHICLE MTCE	1,239.90	2,500.00	2,500.00
1492002400	NGWD-GAS/OIL/DIESEL	6,054.88	5,000.00	8,000.00
1492002410	NGWD-ASSOC. & MEMBERSHIP FEES	44.95	500.00	500.00
1492002540	NGWD-SAMPLING	-	1,500.00	1,500.00
1492003010	NGWD-EQUIPMENT RENTAL	-	250.00	250.00
1492003753	NGWD-METER READING	6,600.27	15,000.00	15,000.00
1492003782	NGWD-CONTRACTED SERVICE RRCA	486.31	12,000.00	12,000.00
1492004010	NGWD-CONTRACTS/CONTRACTED SERVICES	780.29	10,000.00	5,000.00
1492004100	NGWD-GRASS CUTTING	-	500.00	500.00
1492004114	NGWD - LOCATES	5,932.62	15,000.00	15,000.00
1492005010	NGWD-GENERAL EXPENSES	31.38	-	50.00
1492005020	NGWD-BAD DEBT EXPENSE	47.74	-	50.00
1492005120	NGWD - SNOW REMOVAL	5,449.24	2,500.00	8,000.00
1492007912	NGWD-DEFICIT/OPERAQTING REPAY 4 YRS	-	7,500.00	-
1492007997	NGWD-EMERENCY PHONE SERVICE	-	1,500.00	1,500.00
1492007999	NGWD-BOIL WATER ADVISORY	936.00	500.00	1,000.00
1493001010	NGWT-WAGES	164,361.03	139,038.00	139,038.00
1493001015	NGWT - PART TIME WAGES	3,525.60	-	-
1493001035	NGWT - OVERTIME	26,479.39	40,000.00	40,000.00
1493001110	NGWT-BENEFITS	56,655.52	41,683.00	41,683.00
1493001210	NGWT-WSIB CLAIMS PAID	2.98	-	50.00
1493001225	NGWT-INSURANCE	23,811.69	23,734.00	23,734.00
1493001505	NGWT-LTD PAYMENTS	20,367.49	40,501.00	40,501.00
1493002015	NGWT-MUNICIPAL TAXES	6,394.52	8,800.00	8,800.00
1493002020	NGWT-HEALTH & SAFETY	659.82	1,200.00	1,200.00
1493002021	NGWT-WORK BOOTS & CLOTHING	192.15	1,200.00	1,200.00
1493002023	NGWT-BILLING OPERATING COSTS	777.06	2,500.00	2,500.00
1493002035	NGWT-CONFERENCES & WORKSHOPS	8,445.34	9,000.00	9,000.00
1493002037	NGWT-CERTIFICATE RENEWAL	401.65	2,000.00	2,000.00
1493002049	NGWT-CELL PHONES	1,385.29	2,500.00	2,500.00
1493002050	NGWT-TELEPHONE	316.65	1,000.00	1,000.00
1493002051	NGWT-COURIER	1,141.42	1,000.00	1,500.00
1493002055	NGWT-ENBRIDGE	6,942.41	8,000.00	8,000.00
1493002056	NGWT-HYDRO	31,028.18	65,000.00	65,000.00
1493002110	NGWT-TOOLS	-	500.00	500.00
1493002114	NGWT-CHEMICALS	16,463.88	30,000.00	30,000.00
1493002115	NGWT-COAGULENT	23,899.78	55,000.00	55,000.00
1493002116	NGWT-CHLORINE	2,677.28	30,000.00	30,000.00
1493002120	NGWT-OFFICE SUPPLIES	701.85	1,000.00	1,000.00
1493002125	NGWT-MATERIALS & SUPPLIES	4,081.58	10,000.00	10,000.00
1493002130	NGWT-COMPUTER SUPPLIES	674.98	1,000.00	1,000.00
1493002140	NGWT - PHOTOCOPIER EXPENSE	451.75	-	750.00
1493002200	NGWT-ACCOUNTING/AUDIT FEES	-	2,500.00	2,500.00
1493002201	NGWT-QMS AUDITING	-	2,400.00	2,400.00
1493002210	NGWT-LEGAL FEES	-	5,000.00	5,000.00
1493002223	NGWT-CONSULTING FEES	-	5,000.00	5,000.00
1493002300	NGWT-ADVERTISING	-	500.00	500.00
1493002366	NGWT-BUILDING MTCE/SUPPLIES	489.45	5,000.00	2,000.00
1493002368	NGWT-EQUIPMENT MTCE	22,796.96	40,000.00	40,000.00
1493002400	NGWT-GAS/OIL/DIESEL	990.44	500.00	1,500.00
1493002410	NGWT-ASSOC. & MEMBERSHIP FEES	468.87	1,000.00	1,000.00
1493002540	NGWT-SAMPLING	14,630.00	19,000.00	19,000.00
1493003010	NGWT-EQUIPMENT RENTAL	-	250.00	250.00

1493003782	NGWT-CONTRACTED SERVICE RRCA	-	18,000.00	18,000.00
1493004010	NGWT-CONTRACTS/CONTRACTED SERVICES	3,635.84	2,500.00	5,000.00
1493004013	NGWT-OPERATING MONITORING/ANALYSIS COSTS	-	1,000.00	1,000.00
1493004100	NGWT-GRASS CUTTING	-	500.00	500.00
1493005020	NGWT-BAD DEBT EXPENSE	2,149.85	-	5,000.00
1493007912	NGWT-DEFICIT/OPERATING REPAY 4 YRS	-	7,500.00	-
1493009000	NGWT-TRANSFER TO RESERVES	-	91,918.00	91,918.00
1494001010	NGS - WAGES	88,577.27	185,384.00	185,384.00
1494001015	NGS - PART-TIME WAGES	2,496.00	-	-
1494001035	NGS - OVERTIME	24,257.73	20,000.00	20,000.00
1494001110	NGS - BENEFITS	34,584.24	83,366.00	83,366.00
1494001210	NGS - WSIB CLAIMS PAID	3.90	-	-
1494001225	NGS - INSURANCE	31,748.89	28,768.00	31,800.00
1494001505	NGS - LTD PAYMENTS	62,002.26	124,005.00	124,005.00
1494001515	NGS - LTD WETLANDS	10,672.55	26,640.00	26,640.00
1494002015	NGS - MUNICIPAL TAXES	7,341.18	13,000.00	7,340.00
1494002020	NGS - HEALTH & SAFETY	401.61	3,000.00	1,000.00
1494002021	NGS - WORK BOOTS & CLOTHING	1,701.77	2,100.00	2,100.00
1494002023	NGS - BILLING OPERATING COSTS	1,257.75	3,200.00	3,200.00
1494002027	NGS - INSURANCE CLAIMS	-	10,000.00	5,000.00
1494002035	NGS - CONFERENCE & WORKSHOPS	5,083.34	9,000.00	6,000.00
1494002037	NGS - LICENSE RENEWAL	2,234.60	500.00	2,400.00
1494002038	NGS - CERT OF APPROV & PERMITS	3,000.00	-	3,000.00
1494002049	NGS - CELL PHONES	1,188.43	2,500.00	2,500.00
1494002050	NGS - TELEPHONE	1,980.21	3,000.00	3,000.00
1494002051	NGS - COURIER	137.99	700.00	700.00
1494002056	NGS - HYDRO	43,076.95	90,000.00	90,000.00
1494002110	NGS - TOOLS	213.08	1,000.00	1,000.00
1494002114	NGS - CHEMICALS	4,536.46	5,000.00	5,000.00
1494002115	NGS - COAGULENT	30,261.76	20,000.00	20,000.00
1494002116	NGS - CHLORINE	16,552.96	45,000.00	45,000.00
1494002120	NGS - OFFICE SUPPLIES	219.51	400.00	400.00
1494002125	NGS - MATERIALS/SUPPLIES	5,732.09	7,500.00	7,500.00
1494002130	NGS - COMPUTER SUPPLIES	899.95	1,000.00	1,000.00
1494002140	NGS - PHOTOCOPIER EXPENSE	646.12	-	1,000.00
1494002163	NGS - SEWER LINE REPAIRS	50,147.83	40,000.00	55,000.00
1494002200	NGS - ACCOUNTING/AUDIT FEES	-	1,900.00	1,900.00
1494002210	NGS - LEGAL FEES	-	10,000.00	10,000.00
1494002223	NGS - CONSULTING FEES	7,191.89	20,000.00	15,000.00
1494002300	NGS-ADVERTISING	-	500.00	500.00
1494002366	NGS-BUILDING MTCE/SUPPLIES	2,337.51	10,000.00	10,000.00
1494002368	NGS-EQUIPMENT MTCE	30,337.48	40,000.00	40,000.00
1494002369	NGS-LAGOON MTCE	-	5,000.00	5,000.00
1494002370	NGS-TRUCK LICENCING	-	250.00	250.00
1494002399	NGS-VEHICLE MTCE	1,525.95	3,000.00	3,000.00
1494002400	NGS-GAS/DIESEL/OIL	4,170.98	10,000.00	10,000.00
1494002410	NGS-ASSOC. & MEMBERSHIP FEES	89.97	500.00	200.00
1494002540	NGS-SAMPLING	13,137.62	20,000.00	20,000.00
1494003010	NGS-EQUIPMENT RENTAL- EOS RENTAL	-	250.00	250.00
1494004010	NGS-CONTRACTS/CONTRACTED SERVICES	2,813.67	10,000.00	10,000.00
1494004016	NGS-SUMP PUMP PROGRAM	-	20,000.00	20,000.00
1494004100	NGS-GRASS CUTTING	-	2,000.00	2,000.00
1494004114	NGS - LOCATES	-	15,000.00	15,000.00
1494005010	NGS-GENERAL EXPENSES	-	1,000.00	1,000.00
1494005020	NGS-BAD DEBT EXPENSE	1,708.17	-	3,000.00
1494005120	NGS - SNOW REMOVAL	4,586.84	4,500.00	8,000.00
1494009000	NGS-TRANSFER TO RESERVES	-	40,836.00	40,836.00
	<b>Total Expense</b>	<b>11,705,586.94</b>	<b>13,087,737.00</b>	<b>22,297,279.34</b>
<b>Capital</b>				
1512008000	CAPITAL - ADMINISTRATION	BUDGET	-	77,500.00
1512008000	CAPITAL - ADMINISTRATION	COMPUTERS	5,166.32	-
1512008000	CAPITAL - ADMINISTRATION	LICENSES	-	5,000.00
1512008000	CAPITAL - ADMINISTRATION	ASSET MGMT	-	20,000.00
1512008000	CAPITAL - ADMINISTRATION	MICROPHONES	-	25,000.00
1519508000	CAPITAL - ECONOMIC DEVELOPMENT	BUDGET	-	78,500.00
1519508000	CAPITAL - ECONOMIC DEVELOPMENT	BANNER	3,608.41	-
1519508000	CAPITAL - ECONOMIC DEVELOPMENT	MURAL LIGHTS	1,932.82	-
1519508000	CAPITAL - ECONOMIC DEVELOPMENT	MARKETING PLAN	14,917.00	-
1519508000	CAPITAL - ECONOMIC DEVELOPMENT	SIGNAGE	-	10,000.00
1519508000	CAPITAL - ECONOMIC DEVELOPMENT	APPLE HILL SIGN	-	1,000.00
1520008000	CAPITAL - FIRE DEPARTMENT	BUDGET	-	295,000.00
1520008000	CAPITAL - FIRE DEPARTMENT	BUNKER	24,168.02	-
1520008000	CAPITAL - FIRE DEPARTMENT	COMMUNICATIONS	119,444.95	-
1520008000	CAPITAL - FIRE DEPARTMENT	STATION RENOS	56,928.51	-
1520008000	CAPITAL - FIRE DEPARTMENT	SKYARM TRUCK	8,501.68	-
1520008000	CAPITAL - FIRE DEPARTMENT	TRAINING CENTRE	16,150.99	-
1520008000	CAPITAL - FIRE DEPARTMENT	CEMC OUTLETS	-	10,000.00
1530008000	CAPITAL - CORPORATE FLEET	BUDGET	-	896,395.00
1530008000	CAPITAL - CORPORATE FLEET	WEED HARVESTER ENGINE	2,849.28	-
1530008000	CAPITAL - CORPORATE FLEET	MOWER	13,800.00	-
1530008000	CAPITAL - CORPORATE FLEET	MULCHR	61,050.95	-
1530008000	CAPITAL - CORPORATE FLEET	PUMPER	427,392.29	-
1530008000	CAPITAL - CORPORATE FLEET	TAMPER	13,788.49	-

1530008000	CAPITAL - CORPORATE FLEET	PICKUP	53,393.38		53,393.38
1530008000	CAPITAL - CORPORATE FLEET	TANDEM TRUCK			275,000.00
1530008000	CAPITAL - CORPORATE FLEET	1/2 TON WATER DEPT			35,000.00
1530458000	CAPITAL - ROADS IN NEED PROGRAM		-	604,671.00	604,600.00
1530468000	CAPITAL - HARDTOP MAINTENANCE		-	774,875.00	
1530468000	CAPITAL - HARDTOP MAINTENANCE	SKYE	1,380.28	-	60,000.00
1530468000	CAPITAL - HARDTOP MAINTENANCE	SINCLAIR ST			39,000.00
1530468000	CAPITAL - HARDTOP MAINTENANCE	GRAVEL RESURFACING			275,000.00
1530468000	CAPITAL - HARDTOP MAINTENANCE	CONC 6			400,900.00
1531018000	CAPITAL - ROADS DEPARTMENT	BUDGET	-	2,623,711.00	
1531018000	CAPITAL - ROADS DEPARTMENT	BR #1	18,962.99	-	
1531018000	CAPITAL - ROADS DEPARTMENT	BR #11	8,642.48	-	
1531018000	CAPITAL - ROADS DEPARTMENT	CREEK ROAD BRIDGE	71,748.09	-	2,200,000.00
1531018000	CAPITAL - ROADS DEPARTMENT	BR #59 - DOMINION	10,622.73	-	10,622.73
1531018000	CAPITAL - ROADS DEPARTMENT	BRIDGE INSPECTIONS	(8,340.26)	-	30,000.00
1540208000	CAPITAL - LANDFILL SITES	BUDGET	-	137,671.00	
1540208000	CAPITAL - LANDFILL SITES	SAMPLING			87,671.00
1540208000	CAPITAL - LANDFILL SITES	MOE REQUIREMENTS			30,000.00
1540208000	CAPITAL - LANDFILL SITES	WELLS AT GLEN ROBERTSON			20,000.00
1540308000	CAPITAL - RARE PLANT	BUDGET	-	25,582.00	
1540308000	CAPITAL - RARE PLANT	BUCKET	3,900.00	-	3,900.00
1540308000	CAPITAL - RARE PLANT	DUCT WORK			21,332.00
1570008000	CAPITAL - MRA GROUPS		-	63,500.00	
1570038000	CAPITAL - MRA DALKEITH		2,611.02	-	2,611.02
1570068000	CAPITAL - MRA GLEN ROBERTSON		2,951.04	-	2,951.04
1570068000	CAPITAL - MRA ALEXANDRIA				3,000.00
1570068000	CAPITAL - MRA GLEN SANDFIELD				500.00
1570068000	CAPITAL - MRA GREENFIELD				1,500.00
1570068000	CAPITAL - MRA LAGGAN				1,000.00
1570068000	CAPITAL - MRA MAXVILLE				1,200.00
1571008000	CAPITAL - MSC	BUDGET	-	17,000.00	
1571008000	CAPITAL - MSC	WATER	3,315.00	-	8,000.00
1572008000	CAPITAL - ISLAND PARK	BUDGET	-	31,500.00	
1572008000	CAPITAL - ISLAND PARK	BLEACHERS	5,985.47	-	5,985.47
1573008000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	BUDGET	-	17,000.00	
1573008000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	FOUNDATION FIX	9,654.66	-	9,654.66
1575008000	CAPITAL - GSP	BUDGET	-	106,000.00	
1575008000	CAPITAL - GSP	ENGINEERING PLANS	-		100,000.00
1592008000	CAPITAL - NGWD - WATER DISTRIBUTION	BUDGET	-	270,161.00	
1592008000	CAPITAL - NGWD - WATER DISTRIBUTION	FLUSH	3,513.16	-	
1592008000	CAPITAL - NGWD - WATER DISTRIBUTION	LINING	160.00	-	
1592008000	CAPITAL - NGWD - WATER DISTRIBUTION	MILLPD	1,190.59	-	
1592008000	CAPITAL - NGWD - WATER DISTRIBUTION	TOOLS	1,185.50	-	
1592008000	CAPITAL - NGWD - WATER DISTRIBUTION	ALL ITEMS TOTAL			250,000.00
1593002223	NWWT - PROJECT ENGINEERING		1,343.23	-	1,400.00
1593008000	CAPITAL - NGWT - WATER TREATMENT	BUDGET	-	102,000.00	102,000.00
1594008000	CAPITAL - NGS - SEWAGE	BUDGET	-	169,000.00	
1594008000	CAPITAL - NGS - SEWAGE	CCTV	49,026.04	-	
1594008000	CAPITAL - NGS - SEWAGE	CONTRO	3,103.10	-	
1594008000	CAPITAL - NGS - SEWAGE	LINING	43,361.66	-	
1594008000	CAPITAL - NGS - SEWAGE	TANK	5,541.85	-	
1594008000	CAPITAL - NGS - SEWAGE	ALL ITEMS TOTAL			169,000.00
1595002223	MDS - PROJECT ENGINEERING		36,927.70	-	
1595004010	MDS - CONTRACTED SERVICES		23,293.57	-	
1595502223	MWT - PROJECT ENGINEERING		38,390.94	-	
1595502300	MWT - ADV		70.34	-	
1595504010	MWT - CONTRACTED SERVICES		39,856.29	-	
1596002065	AMTM - PERMITS & APPROVALS		2,442.24	-	
1596002223	AMTM - PROJECT ENGINEERING		23,927.11	-	
1596004010	AMTM - CONTRACTED SERVICES		131.07	-	
1596502223	BS - PROJECT ENGINEERING		27,260.38	-	
1596504010	BS - CONTRACTED SERVICES		7,179.72	-	
1597002080	AWPU - INELIGIBLE COSTS		5,118.00	-	
1597002223	AWPU - PROJECT ENGINEERING		545,273.20	-	
1597004010	AWPU - CONTRACTED SERVICES		2,149,982.39	3,567,883.00	
	ALL ITEMS MAXVILLE TOTAL				3,567,800.00
	<b>Total Capital</b>		<b>3,962,804.67</b>	<b>9,857,949.00</b>	<b>9,236,351.51</b>

**ESTIMATED YEAR END AMOUNT**

**(495,791.21)**



## STAFF REPORT TO COUNCIL

Report No: TR2020-27

August 5, 2020

From: Kim Goyette, Director of Finance/Treasurer

RE: Municipal Water Supply and Distribution Financial Plan 181-301A

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### Recommended Motion:

THAT Council approve the Municipal Water Supply and Distribution Financial Plan #181-301A for 2021 to 2027; and furthermore

Council approves the submission of this plan to the Ministry of Municipal Affairs and Housing.

### Background / Analysis:

The Township of North Glengarry provides water servicing across two separate water systems to approximately 1626 residential units and 225 commercial units. One system provides water throughout the town of Alexandria, and the village of Maxville, while the second smaller system provides water solely to the Hamlet of Glen Robertson. On-going process operations, maintenance standards and testing practices have put pressure on municipalities to meet or exceed to the provincial regulations and ensure a safe and reliable drinking water from source to tap. As uniform rates have been established within the Township of North Glengarry the Financial Plan will apply to both Drinking Water systems.

Each drinking water system is accredited and maintains licensing through the Municipal Drinking Water Licensing Program as administered through the Ministry of the Environment. The Alexandria Drinking Water License #181-101, was issued on March 22, 2016 and the Glen Robertson Drinking Water System License #181-201 was issued on March 16, 2016.

The legislative framework under which water services are managed in Ontario have changed throughout the years with the with the introduction of the Safe Drinking Water Act 2002 (SDWA) and the Drinking Water Quality Management Standard 2007 (DWQMS). Ontario Regulation 543/07 (O. Reg 543/07) of the SDWA required public providers of water services to submit a Financial Plan to the Ministry of Municipal Affairs and Housing, with the plan due six months after the date the license for the system are issued. The Financial Plan in intended to provide information relating to the financial stability of the water system. This information forms the basis for strategy to ensure the safety and reliable delivery of drinking water over the long term.

**Alternatives:**

N/A

**Financial Implications:**

This is a long term plan for the Township which is based on best estimates. Final budgets will determine the actual financial strategy in the future which can change on circumstances at the time.

**Attachments & Relevant Legislation:**

Safe Drinking Water Act 2002 (SDWA)  
Drinking Water Quality Management Standard 2007 (DWQMS)  
Ontario Regulation 543/07

**Others Consulted:**

Angela Cullen, Waterworks Technician

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



**NORTH  
GLENGARRY  
NORD**



**The Corporation of the Township of North Glengarry**

**Municipal Water Supply and Distribution**

**Ontario Regulation 453/07**

**Financial Plan # 181-301A**

**for**

**Licence #181-101 Alexandria Drinking Water System  
Licence #181-102 Glen Robertson Drinking Water System**

**Authorized by Council on  
August 2020  
Resolution #**

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## **Background**

The Township of North Glengarry provides water servicing across two separate water systems to approximately 1626 residential units and 225 commercial units. One system provides water throughout the town of Alexandria, and the village of Maxville, while the second smaller system provides water solely to the Hamlet of Glen Robertson. On-going process operations, maintenance standards and testing practices have put pressure on municipalities to meet or exceed to the provincial regulations and ensure a safe and reliable drinking water from source to tap. As uniform rates have been established within the Township of North Glengarry the Financial Plan will apply to both Drinking Water systems.

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## **Financial Plan Requirements for Licence Renewal**

Under the SDWA and Ontario regulation 453/07, the financial plan requirements for a drinking water license renewal are as follows:

- Financial plans must be approved by municipal council resolution.
- Financial plans must apply for a minimum six-year period.
- The first year the financial plan must be the first year in which the drinking water system's existing municipal license would otherwise expire.
- For each year the financial plan applies it must include details regarding
  - details of proposed or projected financial position itemized by total financial assets, total liabilities, net debt, non-financial assets, tangible capital assets under construction, inventories of supplies, repaid expenses and changes in tangible capital assets that are additions, donations, write downs and disposals.
  - proposed or projected financial operations itemized by total revenues, total expenses, further itemized by water assets, user charges and other revenues, total expenses, further itemized by amortization expenses, and other expenses, annual surplus/deficit and accumulated surplus/deficit.

- Gross cash receipts/payment itemized by operating transaction, capital transaction, investing transaction and financial transaction, changes in cash and cash equivalents during the year, cash and cash equivalents at the beginning and end of the year and details of the extent that the above listed information relates directly to the replacement of lead service pipes as defined in Ontario Regulation 170/03, the year for each year.
- Financial plans are to be made available to the public upon request and at no charge.
  - If a website is maintained, financial plans are to be made available at no charge.
  - Notice of availability of the financial plan is to be given to the public and
- Financial plan is to be submitted to the Ministry of Municipal Affairs and Housing
- Financial plans applicable to two or more solely owned drinking water systems can be prepared as if they are one drinking water systems.

### **Financial Plan Requirements**

In view of the fact that the legislation falls under the SDWA, a financial plan is mandatory for all water systems and encouraged for waste water systems. The financial plans shall be for a minimum period of six years and is to be completed and approved by no later than the drinking water works licence renewal deadline, September 21, 2020. Financial plans may be amended and additional information beyond which is prescribed can be included if deemed necessary.

Where a licence has been issued, the financial plan must contain on the front page, the appropriate finance plan number as set out in Schedule A of the Municipal Drinking Water Licence document.

## Operating Expenditures

Operating expenses can be generally defined as recurring expense associated with providing a service. These are expenses that need to be made to keep the operation running on a day-to-day basis which are easily identifiable, measurable and readily verified as they are based on actual cash outlays and liabilities such as wages, materials and supplies, utilities and administration costs.

As this plan extends over many fiscal years, operating expenditures must be projected on estimation of service cost over time. This would include future customer demands, projected repairs and maintenance costs, long term debt repayment as well as utility cost and treatment chemicals.

The Township of North Glengarry's 2020 operating budget for water treatment and distribution includes personnel costs, materials and supplies, utilities, long term debt repayments and are estimated at \$1,648,608. The 2020 budget (adopted by council in 2020) included the re-lining of the 100m of watermain that crosses under Mill Pond, establishing an annual water valve, water meter, and hydrant repair and replacement program, annually contracted locating services, upgrades to the Glen Robertson system remote monitoring and data collection, and sediment removal and creation of robust area around the Alexandria raw water intake to ensure flow and improved quality. Overall operating expenses are projected to increase at an average of 2% each year to cover the above day to day operating costs however, some increases are lower, some are higher based on the expense.

<b>Year</b>	<b>Operating</b>	<b>Debt Repayment</b>	<b>Total Operating</b>
2021	1,050,582	585,825	1,636,407
2022	1,072,813	511,639	1,584,452
2023	1,095,784	439,910	1,535,694
2024	1,119,526	433,316	1,552,842
2025	1,224,813	425,710	1,650,523
2026	1,254,088	418,610	1,672,698
2027	1,284,686	411,510	1,696,196

## Capital Expenditures

The water supply and distribution system for the Township of North Glengarry consists of land, buildings, distribution mains, equipment and vehicles for the value of approximately \$39,330,000. In 2019 a new transmission main was constructed between Alexandria and Maxville, a water tower and a distribution system were constructed in the village of Maxville; in 2020 the Alexandria Water Treatment Plant underwent upgrades to the flocculation system, filter system, new chemical dosing system and a new sludge collection system. These projects are being completed under the North Glengarry Regional Water Supply Project with funding assistance from Infrastructure Ontario's Clean Water Waste Water Fund. These assets display system growth and provide for the safe delivery of drinking water to the residential and commercial properties throughout Alexandria and Maxville.

The capital cost component of our municipal water supply and distribution system represents a substantial value. Major upgrades have been completed however replacement and renewal of infrastructure over time will for a significant component of this financial plan.

The Township of North Glengarry developed a 10-year capital budget forecast which consists of the following improvements.

No.	Description	Recommended Timeline	Completed
1	300m of watermain in Alexandria distribution replaced with 150mm PVC main	2019	2019
2	Re-lining of watermain under railway crossing in Alexandria distribution	2019	2019
3	Mixing system installed in Alexandria Water Tower	2019	2019
4	Install new chlorine pump system in Glen Robertson WTP	2019	2019
5	Water Valve/Hydrant replacement program	On-Going (annual)	
6	Water Meter replacement program	On-Going (annual)	
7	Infrastructure locating sub-contracted to Multiview	On-Going	
8	Watermain looping, rehabilitation and replacement as required <ul style="list-style-type: none"> <li>• 100mm watermain upgrade to 150mm watermain program</li> </ul>	On-Going	
9	Clean and create robust area around WTP intake	2020	
10	Alexandria WTP SCADA software update	2020	
11	Re-line 100m of critical feeder water main under Mill Pond	2020	
12	Glen Robertson WTP upgrade to SCADA software	2020	
13	Upgrade meter software in Glen Robertson to standardize meter reading process	2020	
14	Glen Robertson well casing cleaning	2021	
15	Meter Station/Flow Metering	2021	
16	Meter reading equipment upgrade	2021	
17	Alexandria Water Tower maintenance	2021 (5 years)	
18	Vital pump and VFD maintenance/rehabilitation or replacement as required	2021 (5years)	

No.	Description	Recommended Timeline	Completed
19	Hydrant flow testing in Alexandria distribution	2021 (5 years)	
20	Hydraulic Modeling of Alexandria distribution system	2021 (10 year)	
21	Maxville Water Tower maintenance	2024 (5 years)	
22	Glen Robertson UV unit upgrade	2024 (10 year)	
23	SCADA software maintenance/rehabilitation	2025 (5 year)	
24	Alex WTP GAC renewal (testing is required annually to verify treatment life)	2025 (5 years)	
25	Well Head Inspection Program	2028 (10 years)	
26	Air relief valve or pressure reducing valve maintenance, rehabilitation or replacement as required	2029 (10 year)	
27	Hydraulic Modeling of Maxville distribution system	2029 (10 year)	

The amount of \$540,000 annually has been incorporated in our rates for the annual capital budget.

## Debt Management

Debt management is the ability to repay debt over time, including both principle and interest charges. Funding for the Township's major capital improvements has been commonly financed by debt. All debts currently owed were incurred to fund direct capital cost improvements for the system. One loan will be paid in full by 2022. In order to fully fund the North Glengarry Regional Water Project, long term funding was obtained from Instructure Ontario. This loan is amortized over a 30-year period, ending in 2049. No further debt is expected during the six-year projected financial plan. See Schedule C for the Debt Repayment Schedule.

Year	Debt Payment
2021	585,825
2022	511,639
2023	439,910
2024	433,316
2025	425,710
2026	418,610
2027	411,510



### Total Cash Expenditures

The Township of North Glengarry has significant cash expenditure, including operating expenses, debt repayment/interest charges and capital costs. Total expenditures are projected at approximately \$2.14 million for 2021 with an approximate increase averaging 2% for general operating costs thereafter.

Year	Operating	Debt Repayment	Total Operating & Debt Repayment	Capital	Total
2021	1,050,582	585,825	1,636,407	505,000	2,141,407
2022	1,072,813	511,639	1,584,452	540,000	2,124,452
2023	1,095,784	439,910	1,535,694	540,000	2,075,694
2024	1,119,526	433,316	1,552,842	540,000	2,092,842
2025	1,224,813	425,710	1,650,523	540,000	2,190,523
2026	1,254,088	418,610	1,672,698	540,000	2,212,698
2027	1,284,686	411,510	1,696,196	540,000	2,236,196

## Water Consumption and Rates

Since 2010 water consumption in the Township of North Glengarry has fluctuated slightly from year to year with an observed trending of slight decrease each year, after an observed spike in flows. Water flows are expected to remain relatively stable in the coming years, with the addition of the Maxville water distribution system and the departure of a large water user, Alltech.

Year	Treated Water Produced	Distribution Consumption
	m <sup>3</sup>	m <sup>3</sup>
2010	596,745	407,653
2011	574,168	393,394
2012	670,960	430,192
2013	657,933	402,253
2014	554,136	382,064
2015	630,752	411,906
2016	615,716	441,951
2017	657,023	397,191
2018	669,308	395,846
2019	802,684	389,896

As with most water utilities the Township has significant fixed costs, and as consumption decreases, these costs must be offset by increasing water rates. The last rate increase was adopted by Council on January 13, 2020 by By-Law #01-2020 which authorized the following for Alexandria, Glen Robertson and Maxville:

Description	Consumption	2020 rates	2021 rates	2022 rates
Residential/Large Water Users	0-15 m <sup>3</sup>	\$66.70	\$68.03	\$69.39
	Balance after 15m <sup>3</sup>	\$1.94/m <sup>3</sup>	\$1.94/m <sup>3</sup>	\$1.94/m <sup>3</sup>
Commercial	0-15 m <sup>3</sup>	\$66.70	\$68.03	\$69.39
	Balance after 15m <sup>3</sup>	\$1.94/m <sup>3</sup>	\$1.94/m <sup>3</sup>	\$1.94/m <sup>3</sup>
Bulk Water Sales	0-5m <sup>3</sup>	\$3.38/m <sup>3</sup> + \$10.00	\$3.45/m <sup>3</sup> + \$10.00	\$3.52/m <sup>3</sup> + \$10.00
	Balance after 6m <sup>3</sup>	\$3.38/m <sup>3</sup> + \$40.00	\$3.45/m <sup>3</sup> + \$40.00	\$3.52/m <sup>3</sup> + \$40.00
	After Operating Hours	\$3.38/m <sup>3</sup> + \$120.00	\$3.45/m <sup>3</sup> + \$120.00	\$3.52/m <sup>3</sup> + \$120.00

These rates were based on a budget estimate of Operating and Capital offset with grants and long-term debt for North Glengarry. Water rate estimates have been estimated at a two percent (2%) increase per year. Water consumption is based on population and not service listings.

## **Projected Statement of Financial Position - Schedule A**

The Projected Statement of Financial Position provides information that describes the financial assets and liabilities of the Township's water system. The first important indicator in determining the actual financial position of the water system is net financial assets, which is defined as the difference between financial assets and liabilities. This value is used to determine the systems' "future revenue requirement."

A net financial asset position occurs when financial assets are greater than liabilities implying that the system has the resources to finance future operations. However, a net (debt) position implies that the system's future revenues must finance past transactions as well as future operations. (See Schedule A) The accumulated surplus is the accumulation of excess revenues over expenses over time. An accumulated surplus indicates that the available net resources are sufficient to provide for future needs.

The tangible capital assets indicate that the assets have been acquired while a decrease in the tangible capital asset balance indicates a disposal, write down, or use of assets. A use of assets is usually represented by an increase in accumulated amortization due to annual amortization expenses arising as a result of allocating the cost of the asset to operations over the asset's useful life.

## **Statement of Operations - Schedule B**

The Statement of Operations summarizes the revenues and expenses generated by the water system for a given period. This statement includes the revenues less the expenses, arriving at the excess or net revenues over expenses

The Revenues include both operating revenue and one-time government funding grants received. Expenses include a list of detailed projected expenses such as operating expenses such as salaries, wages, repairs and maintenance etc. Amortization is the "write off" of the capital assets for the water system infrastructure over its useful life, which does not represent a cash expenditure.

## **Debt Repayment - Schedule C**

The Debt Repayment Schedule outlines the Principle and Interest costs on existing water infrastructure debt with the total projected repayment projected for this reporting period. Please note that the long-term debt is amortized for 30 years, to the year 2049.

## **Statement of Cash Flow - Schedule D**

The Statement of Cash Flow summarizes how the water system is expected to generate and use cash resources during the projected period. The transactions that provide/use cash are classified as operating, capital and financing transactions as shown in Schedule D. The water system will not accumulate a significant amount of cash on an annual basis until it repays the current debt.

## **Projected Budget 2021 - 2027 - Schedule E**

The Projected Budget provides an overview of Revenues and Expenses for the years 2021-2027.

### **Conclusion**

With the completion of this Financial Plan document, staff are now in the position to more accurately project long-term capital investments over time. This will also assist in the establishing future water rates to meet system demands. This document will also keep council members and the general public informed of projected costs related to water system infrastructure over the duration of the Financial Plan. The Financial Plan provided in the attached schedules provides the necessary and information to meet the requirements of Ontario Regulation 453/07.

This document has not been audited however the Financial Plan should be considered a living document which must be updated/reviewed as situational changes occur. Situational changes can be operational processes, new major unanticipated capital expenditures or exceptional circumstances outside of the Township's control that could threaten revenues.

This document will be:

- Made available to the public upon request and at no charge
- Made available to the public through publication on the internet at no charge
- Made available to the public by providing a public notice
- Submitted to the Ministry of Municipal Affairs and Housing

<b>SCHEDULE A</b>								
<b>PROJECTED STATEMENT OF FINANCIAL POSITION</b>								
	<b>Projected 2020</b>	<b>Projected 2021</b>	<b>Projected 2022</b>	<b>Projected 2023</b>	<b>Projected 2024</b>	<b>Projected 2025</b>	<b>Projected 2026</b>	<b>Projected 2027</b>
<b>FINANCIAL ASSETS</b>								
Cash	(948,193)	(971,424)	(1,054,903)	(1,231,299)	(1,435,589)	(1,588,140)	(1,765,378)	(1,966,916)
<b>LIABILITIES</b>								
Opening LTD								
Repayments	596,798	585,825	511,639	439,910	433,316	425,710	418,610	411,510
New Loans								
<b>NET FINANCIAL ASSETS</b>	<b>(351,394)</b>	<b>(385,599)</b>	<b>(543,264)</b>	<b>(791,389)</b>	<b>(1,002,273)</b>	<b>(1,162,430)</b>	<b>(1,346,767)</b>	<b>(1,555,405)</b>
Net Debt								
<b>NON FINANCIAL ASSETS</b>								
Tangible Capital Assets	39,329,113	39,207,228	39,114,943	39,017,258	38,914,173	38,805,688	38,691,803	38,572,518
<b>SURPLUS</b>								
Opening (surplus)/deficit	(871,277)	(919,706)	(901,878)	(869,713)	(857,634)	(866,455)	(796,233)	(738,196)
Excess (revenues) Expenses	(48,429)	17,828	32,165	12,079	(8,821)	70,223	58,037	46,236
Closing (surplus)/deficit	(919,706)	(901,878)	(869,713)	(857,634)	(866,455)	(796,233)	(738,196)	(691,960)

<b>SCHEDULE B</b>								
<b>STATEMENT OF OPERATIONS</b>								
	<b>Approved Budget</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
<b>Revenues:</b>								
Operating Revenues	\$ (2,097,685)	\$ (2,139,639)	\$ (2,182,431)	\$ (2,226,080)	\$ (2,270,602)	\$ (2,316,014)	\$ (2,362,334)	\$ (2,409,581)
Grants	\$ (1,243,761)	\$ -	\$ -	\$ -	\$ -			
Long Term Debt	\$ (2,324,122)							
Investment Income								
Transfer from Reserves	\$ -	\$ (25,000)	\$ (25,500)	\$ (26,010)	\$ (26,530)	\$ (27,061)	\$ (27,602)	\$ (28,154)
<b>Total Revenues</b>	<b>\$ (5,665,568)</b>	<b>\$ (2,164,639)</b>	<b>\$ (2,207,931)</b>	<b>\$ (2,252,090)</b>	<b>\$ (2,297,132)</b>	<b>\$ (2,343,075)</b>	<b>\$ (2,389,936)</b>	<b>\$ (2,437,735)</b>
<b>Expenses:</b>								
Salary & Wages	\$ 401,442	\$ 411,478	\$ 421,765	\$ 432,309	\$ 443,117	\$ 453,938	\$ 465,162	\$ 476,641
Training & Employee Costs	\$ 32,100	\$ 32,100	\$ 32,100	\$ 32,100	\$ 32,100	\$ 33,397	\$ 33,397	\$ 34,065
Insurance & Taxes	\$ 57,468	\$ 62,315	\$ 65,027	\$ 67,870	\$ 70,851	\$ 73,978	\$ 77,256	\$ 80,694
Repairs & Maintenance	\$ 176,250	\$ 152,450	\$ 153,687	\$ 154,961	\$ 156,273	\$ 210,125	\$ 211,517	\$ 212,951
Materials & Supplies	\$ 157,950	\$ 161,400	\$ 164,954	\$ 168,614	\$ 172,384	\$ 182,148	\$ 188,267	\$ 192,768
Utilities	\$ 78,500	\$ 82,289	\$ 86,266	\$ 90,439	\$ 94,818	\$ 99,211	\$ 104,024	\$ 109,075
Services	\$ 148,100	\$ 148,550	\$ 149,014	\$ 149,491	\$ 149,983	\$ 172,016	\$ 174,465	\$ 178,492
Amortization	\$ 625,285	\$ 626,885	\$ 627,285	\$ 628,385	\$ 628,785	\$ 648,485	\$ 653,885	\$ 659,285
<b>Total Expenses</b>	<b>\$ 1,677,095</b>	<b>\$ 1,677,467</b>	<b>\$ 1,700,096</b>	<b>\$ 1,724,169</b>	<b>\$ 1,748,311</b>	<b>\$ 1,873,297</b>	<b>\$ 1,907,973</b>	<b>\$ 1,943,971</b>
<b>Capital</b>	<b>\$ 3,940,044</b>	<b>\$ 505,000</b>	<b>\$ 540,000</b>	<b>\$ 540,000</b>	<b>\$ 540,000</b>	<b>\$ 540,000</b>	<b>\$ 540,000</b>	<b>\$ 540,000</b>
<b>Grand Total (Surplus)/Deficit</b>	<b>\$ (48,429)</b>	<b>\$ 17,828</b>	<b>\$ 32,165</b>	<b>\$ 12,079</b>	<b>\$ (8,821)</b>	<b>\$ 70,223</b>	<b>\$ 58,037</b>	<b>\$ 46,236</b>

<b>SCHEDULE C</b>									
<b>DEBT REPAYMENT SCHEDULE</b>									
<b>Loan Amount</b>	<b>\$ 1,276,369</b>								
<b>Interest</b>	<b>2.56%</b>								
<b>Year</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	
Principal	127,637	127,637	63,818						
Interest	7,368	4,078	810						
<b>TOTAL</b>	<b>135,004</b>	<b>131,715</b>	<b>64,629</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Loan Amount</b>	<b>7,500,000</b>								
<b>Interest</b>	<b>2.84%</b>								
<b>Year</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>LOAN GOES TO 2049</b>
Principal	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	
Interest	211,794	204,110	197,010	189,910	183,316	175,710	168,610	161,510	
<b>TOTAL</b>	<b>461,794</b>	<b>454,110</b>	<b>447,010</b>	<b>439,910</b>	<b>433,316</b>	<b>425,710</b>	<b>418,610</b>	<b>411,510</b>	
<b>Total Payments</b>									
<b>Year</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	
Principal	377,637	377,637	313,818	250,000	250,000	250,000	250,000	250,000	
Interest	219,162	208,188	197,821	189,910	183,316	175,710	168,610	161,510	
	<b>596,798</b>	<b>585,825</b>	<b>511,639</b>	<b>439,910</b>	<b>433,316</b>	<b>425,710</b>	<b>418,610</b>	<b>411,510</b>	

SCHEDULE D								
STATEMENT OF CASH FLOW								
	2020	2021	2022	2023	2024	2025	2026	2027
	Approved Budget	Projected	Projected	Projected	Projected	Projected	Projected	Projected
<b>Operating Transactions:</b>								
Cash Received from Revenues - Water	(2,097,685)	(2,139,639)	(2,182,431)	(2,226,080)	(2,270,602)	(2,316,014)	(2,362,334)	(2,409,581)
Cash received from Grants	(1,243,761)							
Long Term Debt	(2,324,122)							
Cash paid for Operating Costs	1,051,810	1,050,582	1,072,813	1,095,784	1,119,526	1,224,813	1,254,088	1,284,686
	(4,613,758)	(1,089,057)	(1,109,618)	(1,130,296)	(1,151,076)	(1,091,201)	(1,108,246)	(1,124,895)
<b>Capital Transactions:</b>								
Acquisitions of tangible Capital Assets	3,940,044	505,000	540,000	540,000	540,000	540,000	540,000	540,000
	(673,714)	(584,057)	(569,618)	(590,296)	(611,076)	(551,201)	(568,246)	(584,895)
<b>Finance Transactions</b>								
From Reserves	-	(25,000)	(25,500)	(26,010)	(26,530)	(27,061)	(27,602)	(28,154)
	(673,714)	(609,057)	(595,118)	(616,306)	(637,606)	(578,262)	(595,848)	(613,049)
<b>Debt Repayment</b>	596,798	585,825	511,639	439,910	433,316	425,710	418,610	411,510
(Increase) decrease in cash flow	(76,916)	(23,232)	(83,479)	(176,396)	(204,290)	(152,551)	(177,238)	(201,538)
Cash and cash equivalent beginning of period	(871,277)	(948,193)	(971,424)	(1,054,903)	(1,231,299)	(1,435,589)	(1,588,140)	(1,765,378)
Cash and Cash equivalent, end of period (Surplus)/Deficit	(948,193)	(971,424)	(1,054,903)	(1,231,299)	(1,435,589)	(1,588,140)	(1,765,378)	(1,966,916)



<b>SCHEDULE E</b>								
<b>PROJECTED BUDGET 2021-2027</b>								
	<b>Projected 2020 Budget Adopted</b>	<b>Projected 2021</b>	<b>Projected 2022</b>	<b>Projected 2023</b>	<b>Projected 2024</b>	<b>Projected 2025</b>	<b>Projected 2026</b>	<b>Projected 2027</b>
<b>Revenues:</b>								
Operating Revenues	(2,097,685)	(2,139,639)	(2,182,431)	(2,226,080)	(2,270,602)	(2,316,014)	(2,362,334)	(2,409,581)
Grants	(1,243,761)							
Long Term Deb	(2,324,122)							
Investment Income								
Transfer from Reserves		(25,000)	(25,500)	(26,010)	(26,530)	(27,061)	(27,602)	(28,154)
<b>Total Revenues</b>	<b>(5,665,568)</b>	<b>(2,164,639)</b>	<b>(2,207,931)</b>	<b>(2,252,090)</b>	<b>(2,297,132)</b>	<b>(2,343,075)</b>	<b>(2,389,936)</b>	<b>(2,437,735)</b>
<b>Expenses:</b>								
Salary & Wages	401,442	411,478	421,765	432,309	443,117	453,938	465,162	476,641
Training & Employee Costs	32,100	32,100	32,100	32,100	32,100	33,397	33,397	34,065
Insurance & Taxes	57,468	62,315	65,027	67,870	70,851	73,978	77,256	80,694
Repairs & Maintenance	176,250	152,450	153,687	154,961	156,273	210,125	211,517	212,951
Materials & Supplies	157,950	161,400	164,954	168,614	172,384	182,148	188,267	192,768
Utilities	78,500	82,289	86,266	90,439	94,818	99,211	104,024	109,075
Services	148,100	148,550	149,014	149,491	149,983	172,016	174,465	178,492
Loan Repayments	596,798	585,825	511,639	439,910	433,316	425,710	418,610	411,510
Capital	3,940,044	505,000	540,000	540,000	540,000	540,000	540,000	540,000
<b>Total Expenses</b>	<b>5,588,652</b>	<b>2,141,407</b>	<b>2,124,452</b>	<b>2,075,694</b>	<b>2,092,842</b>	<b>2,190,523</b>	<b>2,212,698</b>	<b>2,236,196</b>
<b>Grand Total (Surplus)/Deficit</b>	<b>(76,916)</b>	<b>(23,232)</b>	<b>(83,479)</b>	<b>(176,396)</b>	<b>(204,290)</b>	<b>(152,552)</b>	<b>(177,238)</b>	<b>(201,539)</b>



**STAFF REPORT TO COUNCIL**

**Report No: BP-2020-23**

**Building Permit Application Software - CGIS**

**August 10, 2020**

From: Jacob Rheume – Chief Building Official / Director of Building, By-law & Planning

RE: An agreement for providing Spatial Land Information Management System (SLIMS) services between the Township of North Glengarry and the Centre for Geographic Information Systems (CGIS).

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**Recommended Motion:**

**THAT** the Council of the Township of North Glengarry receives Staff Report No. BP-2020-23.

**AND THAT** the Council of the Township of North Glengarry authorizes staff to enter into a 3-year agreement for providing Spatial Land Information Management System (SLIMS) services between the Township of North Glengarry and the Centre for Geographic Information Systems (CGIS) starting September 1, 2020 and ending August 30, 2023.

**Background / Analysis:**

About 15 years ago, the IT Manager developed a “homemade” software for building permit tracking, by-law notices/orders and for municipal zoning and building compliance certificates. It was user friendly and easily accessible, since all the data and information were also kept “in-house”. It was linked to VADIM and to the Township’s GIS making all the information available in 1 location. For many years, the IT Manager has been recommending the Township moves onto an “cloud” based software as it was getting more difficult for updates and ensuring all the data was available for the software will all the firewalls and permissions required. According the IT Manager, the software would now have to be basically re-done to be able to function with the online GIS, now managed partly by the United Counties of Stormont Dundas & Glengarry. This issue is not new, but the software that was created was useful and the Department of Building, By-law & Planning decided to use it for as long as we could.

As mentioned, the GIS is now managed partly by the United Counties of Stormont Dundas & Glengarry with some modifications and layer features done at the Township level. The Township also recently moved all its VADIM data to the United Counties of Stormont Dundas & Glengarry. Those 2 components were important parts for that software and are no longer “in-

house”, which makes it very difficult for access, permissions, modifications, updates, maintenance, etc. to keep the software up to date.

The Chief Building Official evaluated the option of re-building the software, but this was not a practical option as mentioned before, so many other programs and software were evaluated for the Township’s needs. It is important to know that many Townships in the United Counties of both SDG and PR are in the same situation where the building departments have a hard time finding a useful application that can be linked to a mapping system, such as GIS and be able to easily create permits, tracking, etc.

The best option is a software called the Centre for Geographic Information Systems (CGIS). CGIS provides us with an operational strategy for integrated data management. As such, CGIS provides a comprehensive, user friendly, web-based solution, which shares data to the extent that a Geographic Information System (GIS) is the logical vehicle to integrate data sharing and functions among multiple departments, in our case building and By-law, with some planning aspect for properties. CGIS for North Glengarry will be used for Building Permits and By-law complaints mostly. It has many more modules but Building and By-law would be the ones we would use. The Counties ArcGIS Online (ESRI) provides us with all the Planning features we need online, properties, lots, severances, zoning, civic numbers, roll numbers, PIN numbers, etc. and CGIS will be getting all mapping layers for properties directly from the Counties to have the most up to data.

Three other Townships in the United Counties of Stormont Dundas & Glengarry are already using CGIS. Some of the users from these Townships were contacted and seems very pleased with the software.

This is precisely what the Centre for Geographic Information Systems will provide the Township with;

*Service Modules:*

1) *The following Municipal Management Service Modules are included in the SLIMS contract.*

*i. Assessment Information Management System (Provincial AIMS): Integration of Provincial Assessment information data fields as defined in CGIS’ feature definition specification. CGIS will download from the municipal data server and integrate into GIS on a quarterly basis.*

*ii. GIS Technician and Development Services: CGIS Staff will review any request for additional data sets to be integrated into Corporation GIS and will provide firm quotes, up front, to perform creation, conversion, and integration or maintenance services. Quotes will be based on the nature of the request with consideration for time and urgency and are guided by the current established hourly rate for CGIS Services:*

*a) GIS Technician Services*

*b) Development Services (service rates detailed in Schedule B)*

*iii. Imagery Service: Raster Data (e.g. Aerial or Satellite Imagery) added to SLIMS. Files provided by the client must be orthorectified or Georeferenced. The preferred format for files is tiled ECW or GeoTIFF. Please note that orthorectified or Georeferenced imagery can reveal alignment issues with the parcel fabric or other vector layers. Correction of these alignment issues is possible, however is not included in the monthly Aerial Imagery Service.*

2) *The following Additional Municipal Service Modules are also included in the SLIMS contract and are delivered at an additional fee.*

*i. Chief Building Official (CBO) Chief Building Official module is a comprehensive permitting & inspections management module. Reports and data filtering for Council, Statistics Canada, Custom and Industry standard formats.*

*ii. SLIMS Bylaw Track Bylaw department issues in the main GIS. Access via points, parcels, polygons, reports, and forms. Add, Delete, and Maintain records as defined by the Building and Bylaw departments.*

3) *The Corporation may, with the consent of CGIS at any time following the execution of this agreement and the commencement of the associated services, delete, increase, extend, vary or otherwise alter the Module services associated with this agreement provided such changes are agreed to in writing by both parties.*

### **Alternatives:**

1. The Council of the Township of North Glengarry authorizes staff to enter into a 3-year agreement for providing Spatial Land Information Management System (SLIMS) services between the Township of North Glengarry and the Centre for Geographic Information Systems (CGIS).
2. The Council of the Township of North Glengarry does not authorize staff to enter into a 3-year agreement.

### **Financial Implications:**

The financial impact for the Spatial Land Information Management System (SLIMS) services provided the Centre for Geographic Information Systems (CGIS) is \$515/month - \$6,180/year for a 3-year period starting September 1, 2020 and ending August 30, 2023.

These are the details;

#### **1) Agreement Term:**

*a) Initial Service Period: This Initial Service Period commences September 1st, 2020 and ends on August 30th, 2023.*

#### **b) Renewal Term:**

- I. This Agreement shall automatically renew annually for an additional 12-month term (a Renewal Term) unless the Agreement is terminated under Clause 12 of the Agreement.*
- II. Renewal Terms may be subject to negotiation and ratification by the respective parties.*

2) Fees:

- a) Fees shall be payable quarterly in advance.
- b) The recurring fees invoice is payable on or before the first day of the first month of any quarter without penalty.
- c) The penalty for late payment of fees is 2%.
- d) The Fees chargeable under this Contract shall increase on each anniversary of the Agreement by an amount equal to the National Total Consumer Price Index increase for the twelve (12) month period preceding the Agreement anniversary.

3) Service Modules: The following service Module(s) are included in this Agreement.

a) Assessment Information Management System (Provincial) Fee: Included in CBO Module Service Fee

b) GIS Technician and Development Services:

- I. 2020 GIS Technician Services: Discounted at \$95/hour
- II. 2020 Development Services: TBD based on request

c) Raster Data (e.g. Aerial or Satellite Imagery): The initial service fee allows up to 20 Gigabytes of raster storage space. Once Raster storage space excess 20 Gigabytes, CGIS reserves the right to work with the Corporation to review and agree upon a reasonable, recurring storage fee. GIS Technician time to prepare and configure initial imagery or update and configure new imagery in SLIMS will be sized and quoted based on current Services Fees.

Fee: \$15/month (invoiced at \$45/quarter)

Note: Alignment of Parcels or other vector layers to Imagery is not included and will need to be reviewed and costs quoted with the CGIS GIS Coordinator separately.

4) Additional Municipal Service Modules:

a) Chief Building Official (CBO) Module Fee: \$300 per month (invoiced at \$900 per quarter)

b) Shared Chief Building Official (CBO) Module Fee: \$200 per month (invoiced at \$600 per quarter)

**Attachments & Relevant Legislation:**

- The agreement for providing Spatial Land Information Management System (SLIMS)
- Schedule A: Integrated GIS Modules
- Schedule B: Agreement Term, Fees

**Others Consulted:**

Sarah Huskinson, *CAO/Clerk*

Todd McDonell, *By-law Enforcement Officer*

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

**AGREEMENT FOR**  
**Providing**  
**Spatial Land Information Management System (SLIMS) SERVICES**

**To the Township of North Glengarry**  
Made this 27<sup>th</sup> day of July, 2020

**BETWEEN:**

**The Township of North Glengarry**  
{Hereinafter referred to as the Corporation}

*OF THE FIRST PART*

**AND:**

the Centre for Geographic Information Systems  
{Hereinafter referred to as CGIS}

*OF THE SECOND PART*

**WHEREAS** the authority is given under the Municipal Act for the Corporation to engage in Agreements for the purposes of providing services;

**AND WHEREAS** the Corporation requires the provision of technical services to assist the Corporation in improving its current mapping and the provision of web-enabled GIS services;

**AND WHEREAS** the Corporation has requested CGIS to render certain technical mapping services;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the mutual promises and covenants contained herein, the Corporation and CGIS mutually agree as follows:

1. That CGIS agrees to provide and carry out technical mapping and data creation services as per the Corporation's requirements. Such services shall be carried out in an expeditious and professional manner. These services and resulting deliverables shall involve the following:
  - A) CGIS will act as the Corporation's Application Service Provider for SLIMS and will provide a web-enabled, SLIMS application that facilitates spatial data sharing across multiple departments in the Corporation.
  - B) CGIS will develop and implement, in cooperation with the Corporation, an Electronic Data Update Management System (EDUMS) for the purpose of maintaining and updating both the Corporation's digital parcel mapping and Primary Assessment Database.
  - C) CGIS will provide and from time to time develop and provide to the Corporation services that are integrated with SLIMS Modules under this Agreement. Those modules are more generally described in Schedule A.
  - D) Training and Support:  
CGIS will provide the following during regular business hours:  
Unlimited Training, On-line Telephone, e-mail, Live GoToMeeting support, Troubleshooting, and Feature Requests to the Corporation Staff provided the Corporation establishes a "Key Contact Support Model". The Model is predicated on the following principles.
    - One prime user (Key Contact) is to be established per department
    - The Key Contacts are to be trained by CGIS as "expert" users of the GIS system
    - The primary (first-line) help source for departmental staff is the Key Contact.
    - Users are encouraged to seek assistance quickly if a challenge is encountered.
    - Questions / concerns requiring action by CGIS are to be forwarded to CGIS by the Key Contacts.
2. That CGIS agrees to surrender to the Corporation upon completion of the Agreement, ownership of the deliverables as described under Section 1 of this agreement.
3. That for the purposes of this Agreement, the deliverables shall include all hardcopy and digital data either provided to CGIS by the Corporation or created by CGIS for the Corporation. Any related SLIMS digital coding created by CGIS shall be excluded.
4. That CGIS agrees to provide and carry out the technical mapping services in a timely fashion as per the requirements of the Corporation.
5. That the completion of the services shall be supervised and directed by the Director of Building, By-Law & Planning for the Corporation.
6. That the Director of Building, By-Law & Planning, for the Corporation shall review invoices and where in their discretion they are reasonable and in accordance with the terms of this agreement, shall direct payment of the invoice in a timely fashion as detailed in Schedule B.
7. That CGIS agrees to complete the required services within the limits listed below.  
Harmonized Sales Tax is to be added to all contracted services as detailed in Schedules A and B.



8. That in the event of any dispute with respect to the payment of invoices which cannot otherwise be resolved between CGIS and the Corporation, both CGIS and the Corporation hereby agree to submit the matter to an impartial arbitrator under the Arbitrations Act whose decision shall be final and binding.
9. Neither party may assign this agreement without the prior written consent of the other.
10. The Corporation may, with the consent of CGIS at any time following the execution of this agreement and the commencement of the associated services, delete, increase, extend, vary or otherwise alter the services associated with this agreement provided such changes are agreed to in writing by both parties.
11. CGIS shall disclose any pecuniary interest, direct or indirect, to the Corporation. The Corporation shall have the right to decide whether such interest constitutes a conflict of interest and shall have the exclusive right to terminate this agreement should such a determination be made or to utilize another firm to perform the services.

12. Termination

A. Termination Upon completion of the Agreement

Either party may cause this agreement to be terminated upon completion of either an Initial Service Period or at the end of any Renewal Term (as outlined in Schedule B attached to and forming part of this agreement) by notifying the other in writing of such intention no later than thirty (30) days prior to the end of either the Initial Period or the Renewal Term, as the case may be.

B. Termination for Breach of Agreement

- a. Either the Corporation or CGIS, may for breach by either party of any term(s) of this agreement, at its absolute discretion, in addition to all other rights and remedies under this agreement and in law, prior to the end of any Agreement term either terminate this agreement or suspend delivery of any or all services upon delivery of thirty (30) day's written notice by either party to the other party.
- b. If within thirty (30) days after delivery of such notice by a party, the party has not either corrected such failure, or in the case which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then the notifying party may, at its option, place the receiving party in default and the Agreement shall terminate on the date specified by such notice.
- c. Upon receipt of notice by CGIS under section 12.B. of the Agreement, CGIS shall perform no further services other than those reasonably necessary to close out the services. CGIS shall be entitled only to payment for services performed to the time of termination, together with payment for services to be reasonably necessary to close out the services, as determined by agreement between the Corporation and CGIS.
- d. Upon receipt of notice by the Corporation under section 12.B. of the Agreement, any and all payments required to be made to CGIS by the Corporation shall be due and payable immediately. Termination of this Agreement shall not relieve the Corporation from any liability, including amounts owing, or accrued prior to the time that such termination becomes effective.
- e. Either party shall be entitled to terminate this Agreement immediately with notice in the event of the other party's insolvency, receivership or voluntary or involuntary bankruptcy, or in the event that CGIS or the Corporation ceases to offer the services.

13. Notice

Any notice to be provided under Section 12 shall be provided to the following

Township of North Glengarry	CGIS
Director of Building, By-Law & Planning	Trent Peden
PO Box 700	52 South Street
90 rue Main Street	Perth, ON K7H 2G7
Alexandria, ON K0C 1A0	

#### 14. Insurance Coverage

CGIS will maintain the following at its expense for the duration of the Agreement:

a. Professional Liability Insurance

Professional Liability Insurance (Errors and Omissions) in the amount of \$2,000,000 per claim. Professional Liability insurance is issued on a Claims Basis for claims caused by CGIS' negligence in the performance of its duties under this agreement.

Subsequent to the termination or expiry of this Agreement, Professional Liability coverage extends to a maximum of thirty (30) days post-termination or expiry.

b. Commercial General Liability (CGL) Insurance

Commercial General Liability (CGL) Insurance and is issued on an occurrence basis in the amount of \$2,000,000.

c. Workplace Safety and Insurance Board (WSIB)

CGIS extends their Employers' Liability coverage to all of its employees to ensure they are covered in the event of injury. CGIS will provide written confirmation of Workers' Safety Insurance Board coverage upon request.

#### 15. Information Rights and Agreement

a. CGIS will keep a record of the Corporation Information furnished to it, in any medium other than oral, and of the location of such Information. All copies of the Information prepared by CGIS or its Representatives under the terms of this Agreement will be returned to the Corporation immediately upon its request. Upon the request of the Corporation, CGIS will provide a certificate certifying as to the complete return of all Information in accordance with the terms of this paragraph.

b. All Information relating to the business and affairs of the Corporation, including without limitation, all manuals, documents, reports, equipment, working material, data and mapping (both hard and soft copy) either supplied to CGIS by the Corporation or created for the Corporation by CGIS Spatial Systems are for the benefit of the Corporation and are and shall remain the property of the Corporation only.

c. CGIS will keep all of the Information disclosed or delivered to it, whether electronically stored or in a tangible form in a safe and secure environment and will make reasonable efforts to protect and keep safe all of the Information disclosed from any sale, loss, harm, theft, unauthorized use, tampering, sabotage, unauthorized duplication, destruction, addition, deletion, damage or interference. CGIS will ensure that all Information is stored only in Canada. CGIS shall not use the Corporations' Information other than in connection with the performance of this Agreement, and shall not divulge the Corporations' Information to its personnel, subcontractors, and advisors, unless those individuals have a need to know, and have agreed in writing to abide by confidentiality obligations consistent with the terms of this Agreement.

d. CGIS acknowledges that the Information may be confidential and is a valuable asset of the Corporation and all interest in the Information (including, without limitation, all copyright, trade-marks, trade secrets, patents and industrial designs) is and at all times remains the exclusive property of the Corporation. As such, in the event of any breach of this Article 15, the Corporation shall be entitled to seek interim and permanent injunctive relief, which remedy shall be in addition to any other rights or remedies to which it may be entitled under this Agreement or otherwise under applicable laws.

e. Access to the Corporation data is restricted to the Corporation specified users and is not to be available to any other party, or to become part of any other CGIS service, unless negotiated through formal data sharing agreements, or to be used in any CGIS product demonstration without specific the Corporation approval.

f. CGIS will notify the Corporation immediately of any contraventions of this Section 15, including any unauthorized access, collection, use, disclosure or disposal of the Information. Contravention of data restrictions specified in Section 15 of this Agreement may result in the Termination of the Agreement at the option of the Corporation.

#### Surrender of Information

g. That CGIS agrees to surrender to the Corporation upon completion, termination, or expiry of the Agreement, ownership of the Information as described in the "Information Rights and Agreement" section noted above in this agreement.

- h. That for the purposes of this Agreement, the Information shall include all Personal information (as defined under Personal Information Protection and Electronic Documents Act S.C. 2000, c. 5, and all hardcopy and digital data either provided to CGIS by the Corporation or created by CGIS for the Corporation. However, any SLIMS-related application coding, SLIMS-related documents or SLIMS-related Information created by CGIS for the purposes of this Agreement shall be excluded, unless otherwise specified by separate agreement.
- i. The Corporation acknowledges that all SLIMS and SLIMS-related application coding Information is confidential and is a valuable asset of CGIS and that all interest in the Information (including, without limitation, all copyright, trade-marks, trade secrets, patents and industrial designs) is and at all times remains the exclusive property of CGIS.

Disclosure under Law

- j. CGIS shall not be considered to have breached its confidentiality obligations under this Section 15 for disclosing any Information of the Corporation to the extent such disclosure is required to satisfy applicable laws, provided that:
  - a) promptly upon receiving any such request, and within a reasonable time prior to disclosure, CGIS notifies the Corporation of the terms and circumstances of the requested disclosure
  - b) only discloses the Information that it is required to disclose under applicable laws
  - c) makes and reasonably pursues a request, if customary in the circumstances, to the applicable governmental authority for confidential treatment of the Information to be disclosed.
- k. The Corporation is subject to the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56 ("MFIPPA") with respect to, and protection of, information under its custody and control. Accordingly, all information and documents provided to the Corporation pursuant to this Agreement may be available to the public, notwithstanding CGIS' request to keep the information confidential.

Privacy and Security

- l. With respect to any Personal Information that is collected, used, or disclosed by or on behalf of CGIS in connection with this Agreement, CGIS shall comply with, and ensure that its employees, contractors, representatives, servants, or agents comply with, the applicable privacy laws and regulations, and any privacy or security policies that the Corporation provides to CGIS, as amended from time to time, in such manner as to ensure that CGIS' acts or omissions do not result in the Corporation being in violation with the applicable law.
- m. With respect to any Personal Information that is collected, used, or disclosed by or on behalf of the Corporation in connection with this Agreement, the Corporation shall comply with, and ensure that its employees, contractors, representatives, servants, or agents comply with, the applicable privacy laws and regulations, and any privacy or security policies that CGIS provides to the Corporation, as amended from time to time, in such manner as to ensure that the Corporations' acts or omissions do not result in CGIS being in violation with the applicable law.

16. Limitation of Liability

Except for (i) CGIS indemnification obligations under Clause 17 (Indemnities), (ii) intentional misconduct, and (iii) breach of applicable law, in no event shall either party be liable to the other for any loss of profits, revenues, customers or contracts, loss of or use of equipment, loss of data, business interruption or for any indirect, consequential, incidental, special, punitive or exemplary damages howsoever caused or arising under this Agreement even if such party has been advised of the possibility of same or even if same were reasonably foreseeable.

17. Indemnities

- a) CGIS shall indemnify, defend, and save harmless, the Corporation from and against all claims, losses, damages, costs, expenses, actions and other proceedings, made, sustained, brought, prosecuted, threatened to be brought or prosecuted, in any manner upon, occasioned by or attributable to (i) any injury to or death of a person or damage or loss of property arising from any willful or negligent act, omission or delay on the part of CGIS, its employees, contractors, representatives, servants, or agents in performing the Contract or as a result of the Contract and (ii) a breach of Article 15 by CGIS, its employees, contractors, representatives, servants or agents.

- b) CGIS shall indemnify, defend, and save harmless, the Corporation from and against all costs, charges, and expenses whatsoever, that the Corporation incurs in or about all claims, actions, suits, and proceedings for the use of the invention claimed in a patent, or infringement or alleged infringement of any intellectual property, right, copyright, trade secret, patent, or registered industrial design resulting from CGIS' performance of obligations, including to be clear, the provision of the services and the Corporation's use of the deliverables under this Agreement.
- c) The CGIS liability to indemnify or reimburse the Corporation under the Agreement shall not affect or prejudice the Corporation from exercising any other right under law.

18. Force Majeure

Neither party to this Agreement shall be liable to the other for any failure to perform, or delay in the performance of, any obligation under this Agreement caused by circumstances beyond its reasonable control, including but not limited to: acts of God, fire, labour difficulties or governmental action. It is agreed that the time for performance by either party shall be extended by the period of such uncontrollable circumstances. Should performance be delayed for more than one (1) month from the date of such circumstances arising, either party may terminate this Agreement.

19. Disclaimer of Warranties

Every reasonable effort has been made to assure the accuracy of the maps and other information contained in Spatial Land Information Management Systems (SLIMS). However, these maps and other information are only as accurate as the source of such maps and other information. Further, the maps and other information in SLIMS are updated only periodically and therefore may not reflect the most current, accurate and complete information.

**Users Should Confirm Information.**

All users of this data must understand that they should confirm any maps or other information that they receive from SLIMS with the primary source of that information.

The cartographic digital files are not a legal representation of any of the features depicted, and CGIS disclaims any assumption of the legal status they represent. Information displayed in SLIMS is not intended to constitute advice nor is it to be used as a substitute for specific advice from a licensed professional. The Corporation should not act (or refrain from acting) based upon information in SLIMS without independently verifying the information and, as necessary, obtaining professional advice regarding particular facts and circumstances. Any implied warranties, including warranties of merchantability or fitness for a particular purpose, shall be expressly excluded.

The data represents an actual reproduction of data provided to CGIS by the Corporation and its agents, and is collected from various sources and will change over time without notice.

CGIS and its officials and employees make no warranty or guarantee as to the ownership of any intellectual property or other property interest contained in the information displayed in SLIMS.

- 20. This agreement shall be in full force and effect from the date of its signing
- 21. That the performance of this agreement shall be subject to the Statutes of the Province of Ontario and Canada
- 22. This agreement shall enure to the benefit of and be binding on the parties hereto, their respective successors and assigns.

**IN WITNESS WHEREOF** CGIS has hereunto set its hand, and the Corporation has hereunto affixed its corporate seal under the hands of its Mayor.

**SIGNED SEALED AND DELIVERED**

**The Corporation: The Township of North Glengarry**

We have the authority to bind the Corporation

Per: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

Per: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

**CGIS: CGIS Spatial Solutions**

We have the authority to bind the Corporation

Per: \_\_\_\_\_  
Trent Peden, Partner | Operations

Per: \_\_\_\_\_  
Jeff Dean, Partner | Client Relations

# Schedule A: Integrated GIS Modules

## Service Modules:

- 1) The following **Municipal Management Service Modules** are included in the SLIMS contract.
  - i. **Assessment Information Management System** (Provincial AIMS)  
Integration of Provincial Assessment information data fields as defined in CGIS' feature definition specification. CGIS will download from the municipal data server and integrate into GIS on a quarterly basis.
  - ii. **GIS Technician and Development Services**  
CGIS Staff will review any request for additional data sets to be integrated into Corporation GIS and will provide firm quotes, up front, to perform creation, conversion, and integration or maintenance services.  
Quotes will be based on the nature of the request with consideration for time and urgency and are guided by the current established hourly rate for CGIS Services:
    - a) GIS Technician Services (service rates detailed in Schedule B)
    - b) Development Services (service rates detailed in Schedule B)
  - iii. **Imagery Service**  
Raster Data (e.g. Aerial or Satellite Imagery) added to SLIMS. Files provided by the client must be orthorectified or Georeferenced. The preferred format for files is tiled ECW or GeoTIFF.  
The cost for the service is detailed in Schedule B.  
Please note that orthorectified or Georeferenced imagery can reveal alignment issues with the parcel fabric or other vector layers. Correction of these alignment issues is possible, however is not included in the monthly Aerial Imagery Service.
- 2) The following **Additional Municipal Service Modules** are also included in the SLIMS contract and are delivered at an additional fee. (See also Schedule B)
  - i. **Chief Building Official (CBO)**  
Chief Building Official module is a comprehensive permitting & inspections management module. Reports and date filtering for Council, Statistics Canada, Custom and Industry standard formats.
  - ii. **SLIMS Bylaw**  
Track Bylaw department issues in the main GIS. Access via points, parcels, polygons, reports, and forms. Add, Delete, and Maintain records as defined by the Building and Bylaw departments.
- 3) The Corporation may, with the consent of CGIS at any time following the execution of this agreement and the commencement of the associated services, delete, increase, extend, vary or otherwise alter the Module services associated with this agreement provided such changes are agreed to in writing by both parties.

# Schedule B: Agreement Term, Fees

## 1) Agreement Term

### a) Initial Service Period:

This Initial Service Period commences September 1<sup>st</sup>, 2020 and ends on August 30<sup>th</sup>, 2023.

### b) Renewal Term:

- I. This Agreement shall automatically renew annually for an additional 12-month term (a Renewal Term) unless the Agreement is terminated under Clause 12 of the Agreement.
- II. Renewal Terms may be subject to negotiation and ratification by the respective parties.

## 2) Fees

### a) Fees shall be payable quarterly in advance.

### b) The recurring fees invoice is payable on or before the first day of the first month of any quarter without penalty.

### c) The penalty for late payment of fees is 2%.

### d) The Fees chargeable under this Contract shall increase on each anniversary of the Agreement by an amount equal to the National Total Consumer Price Index increase for the twelve (12) month period preceding the Agreement anniversary.

## 3) Service Modules

The following service Module(s) are included in this Agreement.

### a) Assessment Information Management System (Provincial)

Fee: Included in CBO Module Service Fee

### b) GIS Technician and Development Services:

- I. 2020 GIS Technician Services: Discounted at \$95/hour
- II. 2020 Development Services: TBD based on request

### c) Raster Data (e.g. Aerial or Satellite Imagery)

The initial service fee allows up to 20 Gigabytes of raster storage space. Once Raster storage space excess 20 Gigabytes, CGIS reserves the right to work with the Corporation to review and agree upon a reasonable, recurring storage fee.

GIS Technician time to prepare and configure initial imagery or update and configure new imagery in SLIMS will be sized and quoted based on current Services Fees.

Fee: \$15/month (invoiced at \$45/quarter)

Note: Alignment of Parcels or other vector layers to Imagery is not included and will need to be reviewed and costs quoted with the CGIS GIS Coordinator separately.

## 4) Additional Municipal Service Modules

### a) Chief Building Official (CBO) Module

Fee: \$300 per month (invoiced at \$900 per quarter)

### b) Shared Chief Building Official (CBO) Module

Fee: \$200 per month (invoiced at \$600 per quarter)