

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

**Agenda**

Monday November 25, 2024 at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

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

**1. CALL TO ORDER**

**2. DECLARATION OF PECUNIARY INTEREST**

**3. ACCEPT THE AGENDA (Additions/Deletions)**

**4. ADOPTION OF PREVIOUS MINUTES**

-Regular Meeting of Council Minutes - Monday November 12, 2024

-Committee of the Whole Minutes- Wednesday November 20, 2024

**5. DELEGATIONS**

Maxville Manor Redevelopment- CEO- Amy Porteous, Board  
Director-Alison McDonald,

**6. STAFF REPORTS**

a. Administrative Department

1. AD 2024-09: EOWC Support Resolution

b. Treasury Department

1. TR 2024-18: Third Quarter Variance Report

c. Public Works Department

1. PW 2024-33: EV Ontario Charger Grant

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

a. TR 2024:17 2024 Finance Department Update

- b. BP 2024-29: 2024 Information
- c. FD 2024-02: Departmental Work Plan
- d. PW 2024-29: 2024 Review & Provisions of infrastructure presentation and outcome
- e. PW 2024-30: Annual DWQMS Internal Audit Report and Results
- f. PW 2024-31: Annual DWQMS External Audit Report and Results
- g. PW 2024-32: 3rd Quarter Public Works Update
- h. SGD Library Board update – October 2024

## **9. NEW BUSINESS**

- a. Urging the Government to Promptly Resume the Assessment Cycle

## **10. NOTICE OF MOTION**

### **Next Regular Meeting of Council**

**Monday December 9, 2024**, at 6 p.m. in the Council Chambers,  
3720 County Road 34, Alexandria, Ontario

**Note:** Meeting are subject to change and cancellation

## **11. QUESTION PERIOD**

- a. (Limit of one question per person and subsequent questions will be at the discretion of the Mayor/Chair)

## **12. CLOSED SESSION**

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*

And to adopt the Minutes of the Municipal Closed Session of Council for September 30 2024, October 15, 2024, October 28, 2024

## **13. CONFIRMATION BY-LAW**

- a. By-law 54-2024

## **14. ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**Regular Meeting of Council**

**Minutes**

Tuesday November 12 at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

**PRESENT:**

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Jeff Manley

Councillor: Brian Caddell

Councillor: Michael Madden

Councillor: Gary Martin

**REGRETS:**

Mayor: Jamie MacDonald

**ALSO PRESENT:**

CAO/Clerk: Sarah Huskinson

Deputy Clerk: Jena Doonan

Director of Finance/Treasurer: Zoe Bougie

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

**Resolution No. 1**

**Moved by: Micheal Madden**

**Seconded by: Jacques Massie**

**THAT** the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on **Tuesday November 12, 2024** as amended

- Deletion: 12. a – Closed session meeting

**Carried**

- 4. ADOPTION OF PREVIOUS MINUTES**

**Resolution No. 2**

**Moved by: Jacques Massie**

**Seconded by: Brian Caddell**

**THAT** the minutes of the following meeting(s) be adopted as circulated.

- Regular meeting of Council Minutes – Monday October 28, 2024

**Carried**

**5. DELEGATIONS**

**6. STAFF REPORTS**

a. Administrative Department

**Resolution No. 3**

**Moved by: Jeff Manley**

**Seconded by: Michael Madden**

**THAT** the Council of the Township of North Glengarry accepts Staff report AD 2024-07, 2024 Municipal Emergency Control Group for information purposes only.

**Carried**

**Resolution No. 4**

**Moved by: Brian Caddell**

**Seconded by: Jeff Manley**

**THAT** the Council of the Township of North Glengarry receives Staff Report AD-2024-08; 2025 Council meeting Schedule; and

**THAT** the Council of the Township of North Glengarry approves the 2025 Meetings of Council as per the attached schedule.

**Carried**

b. Treasury Department

**Resolution No. 5**

**Moved by: Michael Madden**

**Seconded by: Gary Martin**

**THAT** the Council of the Township of North Glengarry receives report DR-2024-05 Drainage Services Proposal; and

**THAT** By-Law 52-2024 be read a first, second and third time and enacted in open Council this 12th day of November 2024.

**Carried**

b. Building, Planning & By-law Department

**Resolution No. 6**

**Moved by: Gary Martin**

**Seconded by: Carma Williams**

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-07-2024; and

**THAT** By-Law No Z-7-2024-2024 be read a first, second and third time and enacted in open Council this 12th day of November 2024.

**Carried**

**Resolution No. 7**

**Moved by: Jeff Manley**

**Seconded by: Jacques Massie**

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-08-2024; and

**THAT** By-Law No. Z- 08 -2024 be read a first, second and third time and enacted in open Council this 12th day of November 2024.

**Carried**

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

**Resolution No. 8**

**Moved by: Gary Martin**

**Seconded by: Jacques Massie**

**THAT** the Council of the Township of North Glengarry receives the item(s) from the consent agenda for information purposes only.

**Carried**

**9. NEW BUSINESS**

**10. NOTICE OF MOTION**

**Next Regular Meeting of Council**

**Monday November 25<sup>th</sup> 2024** at 6 p.p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario

**Note:** Meeting are subject to change and cancellation

**11. QUESTION PERIOD**

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

**12. CLOSED SESSION**

**13. CONFIRMATION BY-LAW**

**Resolution No. 9**

**Moved by: Michael Madden**

**Seconded by: Gary Martin**

**THAT** the Council of the Township of North Glengarry adopts by-law 53-2024, being a by-law to adopt, confirm, and ratify the matters dealt with by Resolution; and

**THAT** by-law 53-2024 be read a first, second and third time and enacted in Open Council this DATE.

**Carried**

**14. ADJOURMENT**

**Resolution No. 10**

**Moved by: Jacques Massie**

**Seconded by: Jeff Manley**

**THERE** being no further business to discuss, the meeting was adjourned at 6:33 p.m.

**Carried**

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CAO/Clerk/Deputy Clerk

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Mayor/Deputy Mayor

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**Committee of the Whole Meeting**

**MINUTES**

**Wednesday, November 20, 2024, 3:00 pm**

**Council Chamber**

**3720 County Road 34**

**Alexandria, On. K0C 1A0**

PRESENT  
Mayor: Jamie MacDonald  
Deputy Mayor: Carma Williams  
Councillor: Jacques Massie  
Councillor: Jeff Manley  
Councillor: Michael Madden  
Councillor: Brian Caddell  
Councillor: Gary Martin

ALSO PRESENT  
CAO/Clerk: Sarah Huskinson  
Deputy Clerk: Jena Doonan  
Director of Community Services: Stephanie MacRae  
Director of the Building/By-law & Planning Services: Jacob Rhéaume  
North Glengarry Fire Chief: Matthew Roy  
Director of Public Works: Timothy Wright  
Treasurer & Director of Finance: Zoe Bougie

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

**Resolution No. 1**

**Moved By:** Carma Williams

**Seconded By:** Jacques Massie

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry accept the agenda for the Committee of the Whole meeting on Wednesday November 20, 2024.

**Carried**

4. **DELEGATIONS**

5. **STAFF REPORTS**

**A. Treasury Department**

**Resolution No. 2**

**Moved By:** Brian Caddell

**Seconded By:** Jeff Manley

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry receive Staff Report TR-2024-17, Finance Department Update for information purposes only.

**Carried**

**B. Building, Planning & By-law Department**

**Resolution No. 3**

**Moved By:** Jeff Manley

**Seconded By:** Michael Madden

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry receive Staff Report No. BP-2024-29 from the Director of Building, By-law & Plan for information purposes only

**Carried**

**C. Fire Department**

**Resolution No. 4**

**Moved By:** Michael Madden

**Seconded By:** Gary Martin

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry Staff receive Staff Report No. FD 2024-02, the Departmental Workplan Update – November 2024 from the Fire Department for information purposes.

**Carried**

**D. Public Work's Department**

**Resolution No. 5**

**Moved By:** Gary Martin

**Seconded By:** Carma Williams

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry receive Staff Report No. PW-2024-29, Review and Provision of Infrastructure Presentation and Outcomes for information purposes only.

**Carried**

**Resolution No. 6**

**Moved By:** Carma Williams

**Seconded By:** Jacques Massie

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry receive Staff Report No. PW-2024-30, DWQMS Internal Audit Report and Results for information purposes only.



Carried

**Resolution No. 7**

**Moved By:** Brian Caddell

**Seconded By:** Jeff Manley

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry receive Staff Report No. PW-2024-31 Annual DWQMS, External Audit Report and Results for information purposes only.

Carried

**Resolution No. 8**

**Moved By:** Jeff Manley

**Seconded By:** Michael Madden

**THAT** the Committee members of the Committee of the Whole for the Township of North Glengarry receive receives report PW-2024-32 3rd Quarter Public Works Update for informational purposes only.

Carried

**6. CONSENT AGENDA**

**7. UNFINISHED BUSINESS**

**8. OTHER BUSINESS**

**9. MATTERS ARISING FROM STANDING COMMITTEES**

- a. Councillor Jacques Massie gave an update on the Raisin Region Conservation Authority.
- b. Councillor Gary Martin gave an update on the Maxville Manor.
- c. Councillor Gary Martin gave an update on the Glengarry Pioneer Museum.
- d. Mayor Jamie MacDonald gave an update on the Glengarry Archives.
- e. Councillor Jeff Manley gave an update on the Arts, Culture & Heritage.
- f. Deputy Mayor Carma Williams gave an update on the County Council.
- g. Councillor Jeff Manley update on the Friends of the Trails.
- h. Mayor Jamie MacDonald had no update on the Community Development Committee
- i. Councillor Brian Caddell gave an update on the Rural Affairs Committee

**10. NOTICE OF MOTION**

**11. ADJOURNMENT**

**Resolution No. 9**

**Moved By:** Jacques Massie

**Seconded By:** Michael Madden

**THERE** being no further business to discuss, the meeting was adjourned at 4:46 p.m.

Carried

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CAO/Clerk/Deputy Clerk

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Mayor/Deputy Mayor



**MAXVILLE MANOR**  
— REDEVELOPMENT —

**Township of North Glengarry**

November 25, 2024

BUILT BY THE  
COMMUNITY,  
FOR THE  
COMMUNITY.

- Maxville Manor opened its doors in 1968
- 180+ staff and 180+ volunteers; one of the area's largest employers and home to 122 residents
- We offer long-term care, senior living apartments, and community support services including:
  - Meals-On-Wheels
  - Transportation services
  - Caregiver support
  - Healthcare
  - Social and recreational programs

Together, we serve ~ 500 people each year.



**WE SERVE SENIORS ACROSS EASTERN ONTARIO**

## MAXVILLE MANOR BY REGION

*Our redevelopment will provide support for those requiring long-term care.*

*Additionally, it will bring more jobs, volunteers, and families to our area.*

2019 – 2023	RESIDENTS	STAFF
SDG	64%	76%
PRESCOTT & RUSSELL	21%	18%
OTTAWA	9%	3%
QUEBEC	5%	2%
OTHER	1%	1%

Long-Term Care Home	Owner / Type
Caessant Care Bourget, Bourget	For profit
Centre d'Accueil Roger Seguin, Clarence Creek	For profit
Champlain Long-Term Care (formerly Chartwell) L'Original	For profit
Dundas Manor, Winchester	Stand-alone not-for-profit
Foyer St. Jacques Nursing Home, Embrun	For profit
Foyer St. Viateur Nursing Home, Limoges	For profit
Glen-Stor-Dun Lodge, Cornwall	City & County owned
Heartwood Long Term Care, Cornwall	For profit
Lancaster Long Term Care, Lancaster	For profit
Maxville Manor, Maxville	Stand-alone not-for-profit
Parisien Manor, Cornwall	For profit
Pinecrest Nursing Home, Plantagenet	For profit
Residence Prescott Russell, Hawkesbury	County owned
Sandfield Place, Cornwall	For profit
St. Joseph's Villa, Cornwall	Religious not-for-profit
The Palace - Long Term Care, Alexandria	For profit
Tsi Ion Kwa Nonh Sote, Cornwall Island	For profit
Woodland Villa, Long Sault	For profit

# LTC HOMES IN EASTERN COUNTIES

68% of people choose not-for-profit or municipal homes as their first choice.

## WE BUILD

**1968** – Maxville Manor opened with 91 residents.

**1990** – Glen Garden Village opened 16 independent living units for seniors.

**1994** - The Manor expanded to 122 residents.

**2017** – Village Centre Apartments opened 4 apartment units for seniors.

**2024** –The Ministry of Long-Term Care announced the extension of their Construction Funding Subsidy Supplement for our redevelopment.

## WE GROW

Today, 40,000+ people across Eastern Ontario sit on wait lists for long-term care. At any given time, 100 are waiting for Maxville Manor.

## WE CARE

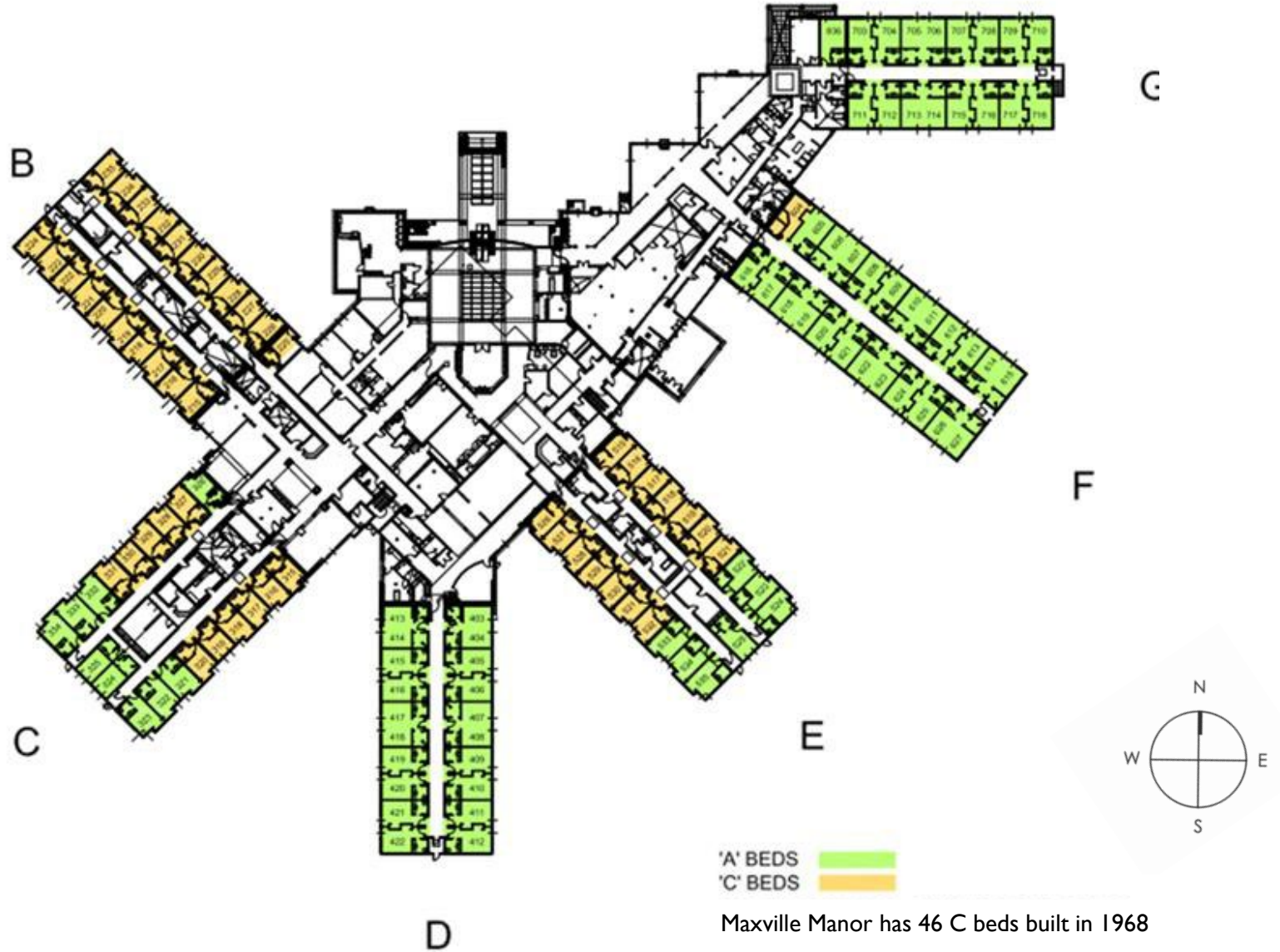
We must upgrade 46 class C beds (built in 1968) by June 2025 to meet provincial standards.

We will also expand by 38 beds for a total complement of 160 residents by 2028 to serve the community.



# CURRENT LAYOUT

-----Mechanic Street -----





# FUTURE LAYOUT

-----Mechanic Street -----

**Phase 2**  
2025 - 2026

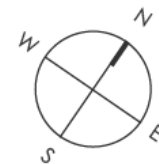
**Phase 4**  
2028



**Phase 3**  
2026 - 2027

**Phase 1**  
2024-2025

-----Train Track -----





THE SUPPORT OF OUR  
COMMUNITY IS ESSENTIAL TO THE  
SUCCESS OF THIS PROJECT.



## READY, AND NEED YOUR HELP.

*To make this a reality and meet critical construction funding deadlines, we urgently need your help.*

*Your support will get shovels in the ground and keep beds open for seniors who depend on them.*



Fully qualified Building Committee.



Designs completed and ready to go.



Base provincial funding secured.



We need your financial support.

## FINANCIAL STRATEGY

*The Ministry of Long-Term Care (LTC) does not fund upfront construction costs.*

*To fund this project, we urgently need your support for upfront costs to reduce estimated \$3M of loan interest.*



**\$17.9M Long-Term Provincial Construction Funding Subsidy**



**\$4M secured from SD&G County**



**\$40M Loan**



**\$11M Fundraising Campaign  
(\$8.6 M raised to date)**

# WHAT IS AT RISK?

Locally, we would lose:

- 120 long-term care beds and 2 respite beds
- 180+ jobs and 180+ volunteer opportunities
- A significant contributor to our local economy
- Attraction of families who support schools, homes, businesses, and contribute to the greater community
- Community Outreach Services to 350+ seniors and adults with special needs who depend on the care, support, social opportunities, Meals-on-Wheels that Maxville Manor offers to keep people in their own homes longer.

40,000+ seniors across Eastern Ontario waiting for long-term care beds; people needing long-term care beds remain in hospital.

# OUR NEED, OUR ASK

## **Our NEED, and impetus for expanding:**

- Upgrade 46 C beds by June 30, 2025, or they will close.
- Obtain gift commitments by December 31 to ensure Construction Funding Supplement Subsidy.
- Redevelopment will welcome 250+ staff, 180+ volunteers and serve 500+ seniors annually
- Reduce wait lists and meet the need for LTC beds by welcoming 160 residents (up from 122)

## **Our ASK**

- One-time gift (preferred)
- Gift over-time
- Commit a surplus
- Gift commitment by end of 2024
- Waiver of building permit fees

We need your help to ensure this project can succeed.

We look forward to recognizing your gift in our redeveloped Maxville Manor!

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**MAXVILLE MANOR**  
— REDEVELOPMENT —

**BERNARD MCDONELL**

Maxville Manor, Building Committee  
mcdonellbe@gmail.com

**ALISON McDONALD**

Maxville Manor Board, Director  
amcdonald@northstormont.ca

*Thank you for your consideration, your gift will make a difference.*





**STAFF REPORT TO COUNCIL**

**Report No: AD 2024-09**

**DATE:** November 25, 2024

**From:** Sarah Huskinson, Chief Administrative Officer

**RE:** EOWC Support Resolution

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**Recommended Motion:**

WHEREAS Eastern Ontario's small rural municipalities face insurmountable challenges to fund both new growth related infrastructure and ongoing maintenance of their capital assets including local roads and bridges, clean water, wastewater, waste facilities, and municipally owned buildings including recreational facilities and libraries; and

WHEREAS the Federation of Canadian Municipalities has calculated that Municipal Governments across Canada are responsible for approximately 60 percent of public infrastructure that supports our economy and quality of life, but only receive 10 cents of every tax dollar; and

WHEREAS the Eastern Ontario Wardens' Caucus (EOWC) region's capital infrastructure deficit has increased by 58 percent since 2011 and is now at \$6 billion, and growing; and

WHEREAS in 2018, the Ontario Government mandated all Ontario municipalities to develop and fully fund capital asset management plans by July 2025; and

WHEREAS the EOWC has released a regional Municipal Infrastructure Policy Paper showing key infrastructure data, opportunities and challenges in small rural municipalities across Eastern Ontario; and

WHEREAS Eastern Ontario is a growing economy that can grow more with sustainable, innovative infrastructure partnership and investment from the Federal and Ontario Governments; and

WHEREAS the infrastructure deficit for small rural municipalities cannot be adequately addressed through property tax revenue, restricted municipal borrowing capacity, and municipalities limited ability to generate revenue; and

WHEREAS small rural taxpayers cannot afford dramatic increases to pay for the current and future infrastructure.

NOW THEREFORE BE IT RESOLVED THAT municipality joins the Eastern Ontario Wardens' Caucus, the Association of Municipalities of Ontario, and the Federation of Canadian Municipalities in calling on the Federal and Ontario Governments to immediately and sustainably partner with Municipal Governments by investing in both the new and ongoing maintenance and repairs of municipal infrastructure in Eastern Ontario's small rural municipalities; and

THAT the Federal and Ontario Governments immediately review data and work together to implement solutions based on the EOWC's Municipal Infrastructure Policy Paper in partnership with small rural municipalities; and

FINALLY THAT this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; The Honourable Lisa Thompson, Ontario Minister of Rural Affairs; The Honourable Peter Bethlenfalvy, Ontario Minister of Finance; The Honourable Prabmeet Sakaria, Ontario Minister of Transportation; The Honourable Victor Fedeli, Ontario Minister of Economic Development, Job Creation and Trade; Local MP; Local MPP; Federation of Canadian Municipalities; Association of Municipalities of Ontario; Canada Mortgage and Housing Corporation; Rural Ontario Municipal Association; Eastern Ontario Wardens' Caucus.

**Background / Analysis:**

The Eastern Ontario Wardens' Caucus is seeking local municipality's support in advocating for infrastructure investment across small and rural Eastern Ontario municipalities. The EOWC recently released its regional Municipal Infrastructure Policy Paper. The paper outlines key data and takeaway evidence that supports investment for Eastern Ontario. The EOWC is looking to encourage the Federal and Ontario Governments to come to the table and fund rural and small communities' infrastructure, as municipalities do not have the tools and revenues to do it alone. This includes new growth investment as well as maintaining and repairing existing assets.

The Township of North Glengarry is impacted by lack of infrastructure funding and as such, Staff are seeking Council's endorsement of the attached resolution.

**Alternatives:**

Option 1: Council supports the EOWC Resolution

Option 2 : Not Recommended

**Financial Implications:**

None

**Attachments & Relevant Legislation:**

EOWC Handout – Mind the Gap – Municipal Infrastructure Handout

**Other Consulted:**

None

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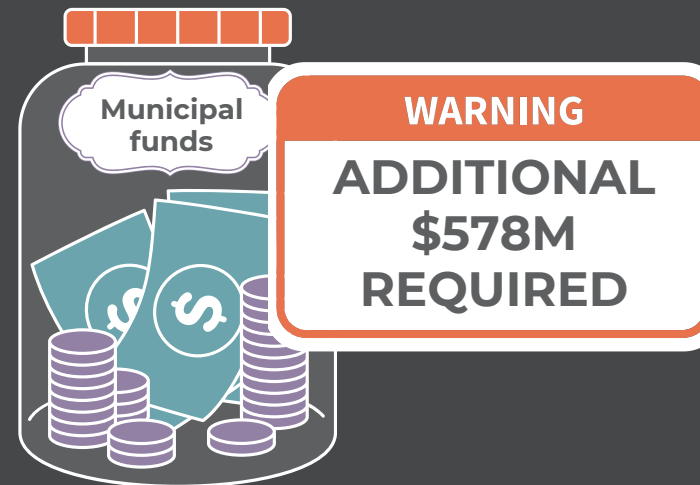
Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

# Mind The Gap: 2024 Municipal Infrastructure Policy Paper

## Municipal Responsibility Exceeds Capacity

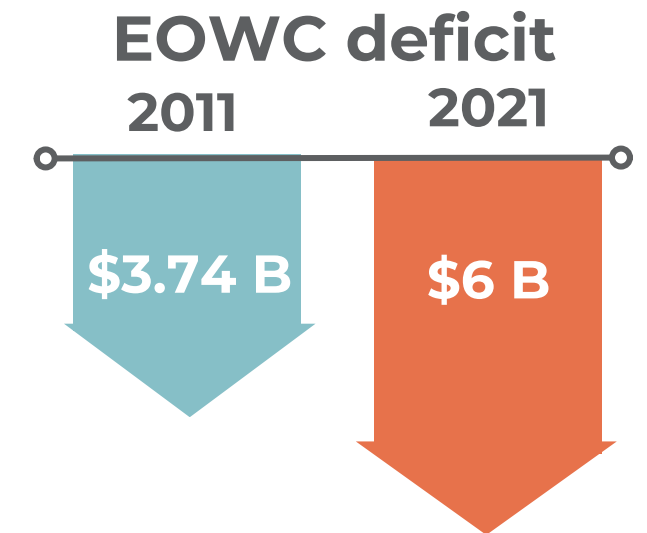
\$981M annually is required to close the current capital investment gap

- EOWC's municipalities spend \$403M annually on infrastructure, not including growth
- An additional \$578M a year is needed to maintain assets and address deficit



There is an upfront cost to growth creating a burden for rural and small urban communities and taxpayers

The capital infrastructure deficit has deepened by **58%** since 2011



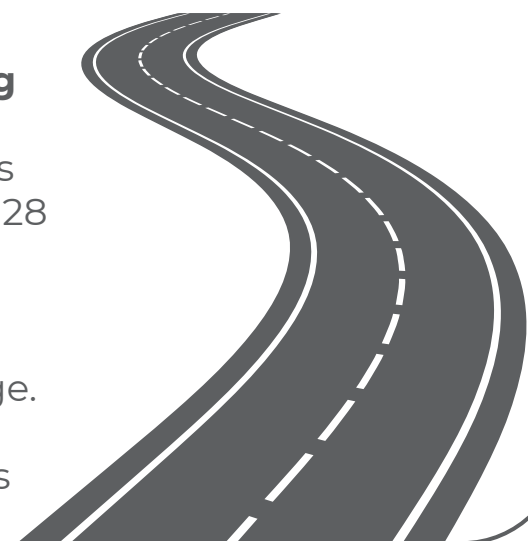
EOWC's municipalities:

- manage over **\$12B in assets** (2021)
- spend **\$536M a year to operate** infrastructure and perform basic maintenance
- **lack the tax base** to sustain infrastructure investment and asset management
- **infrastructure deficit has grown to \$6B** (2021)

Cost to taxpayers for maintaining 1km of paved municipal road

- In rural Ontario = 10 households
- In separated cities and towns = 28 households

Across the EOWC region, 236 households must maintain a bridge. In separated cities and towns, that cost is spread over 709 households



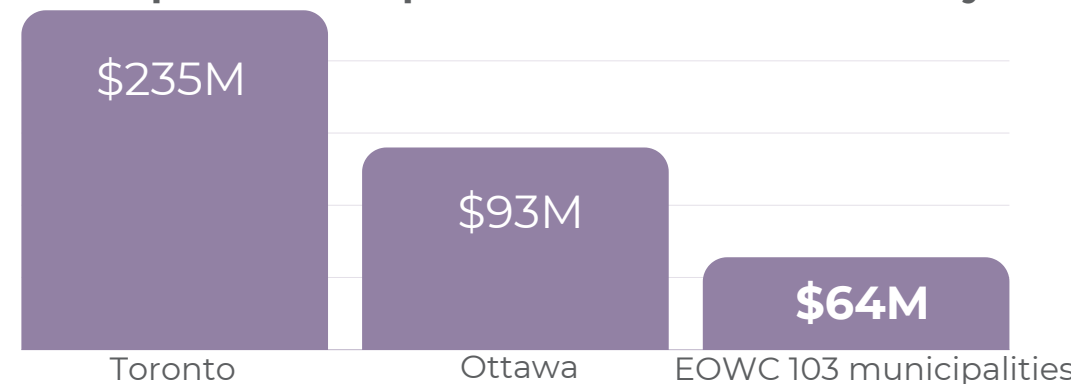
## Rural and small urban Eastern Ontario is a growing economy that can grow more

- EOWC's municipalities issued **3,969** building permits **since 2023**
- EOWC's communities built more housing / 100,000 population than the City of Toronto



## Same tool, big difference in revenue generation between one city and the EOWC

Municipal Own Purpose Revenue Generation by 5%



## Rural and small urban Eastern Ontario communities are major exporters to Ontario and other jurisdictions

- Businesses export **57.6%** of production to other jurisdictions. This represents \$33B / year of economic activity
- The EOWC region generates **\$61B** in annual economic activity and exports **\$20B** a year in manufactured goods outside its regional boundaries
- Municipal infrastructure is vital to production, wholesale trade and transportation



## **STAFF REPORT TO COUNCIL**

**Report No: TR-2024-18**

**November 25, 2024**

From: Zoe Bougie – Director of Finance/Treasurer

RE: Third Quarter Variance Report

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### **Recommended Motion:**

THAT the Council of the Township of North Glengarry receives staff report TR-2024-18 Third Quarter Variance Report for information purposes only.

### **Background / Analysis:**

This report is being brought to Council to provide an update on the budget after the third quarter. Staff have analyzed the budget as of September 30, 2024, and have provided a detailed breakdown with comments (attached).

Staff have also provided the budget actuals as at November 21, 2024, to provide Council with up to date information leading into the 2025 budget discussions.

This exercise has allowed staff and management to review their budget and identify areas to monitor as well as budget line items that require review during the 2025 budget planning process.

### **Alternatives:**

N/A

### **Financial Implications:**

N/A

### **Attachments & Relevant Legislation:**

2024Q3 Variance Report

**Others Consulted:**

Senior Management Team

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk

## 2024 Variance Report As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
ADMINISTRATION	1-3-1250-4040	P.I.L. - POST OFFICE		\$0.00	-\$4,000.00	-\$4,000.00	0%	
ADMINISTRATION	1-3-1250-4060	PIL - MUNICIPAL TAX ASSISTANCE ACT		\$18,780.77	-\$54,350.00	-\$73,130.77	-35%	
ADMINISTRATION	1-3-1250-4061	PIL - GLENGARRY MEMORIAL HOSPITAL		\$0.00	-\$2,000.00	-\$2,000.00	0%	
ADMINISTRATION	1-3-1250-4063	PIL ONTARIO HYDRO - HYDRO ONE		\$0.00	-\$4,100.00	-\$4,100.00	0%	
ADMINISTRATION	1-3-1250-4064	PIL - MUNICIPAL, MNR, TRANSPORTATION		-\$24,760.18	-\$48,100.00	-\$23,339.82	51%	
ADMINISTRATION	1-3-1250-4065	RAILWAYS - RIGHT OF WAY		-\$96,400.02	-\$30,000.00	\$66,400.02	321%	\$75,000 transferred to the United Counties and School Boards
ADMINISTRATION	1-3-1300-7130	PENALTIES & INTEREST ON TAXES		-\$167,708.92	-\$240,000.00	-\$72,291.08	70%	
ADMINISTRATION	1-3-1500-5009	ONTARIO MUNICIPAL PARTNERSHIP FUND		-\$1,639,350.00	-\$2,185,800.00	-\$546,450.00	75%	
ADMINISTRATION	1-3-1700-7100	LOTTERY LICENCES		-\$5,038.98	-\$10,000.00	-\$4,961.02	50%	
ADMINISTRATION	1-3-1700-7102	TAX CERTIFICATES		-\$8,780.00	-\$22,000.00	-\$13,220.00	40%	
ADMINISTRATION	1-3-1700-7103	MARRIAGE LICENCES		-\$3,500.00	-\$4,000.00	-\$500.00	88%	
ADMINISTRATION	1-3-1700-7106	LAND RENTAL - CHIP STAND - OTHER		-\$7,757.46	-\$27,452.00	-\$19,694.54	28%	
ADMINISTRATION	1-3-1700-7111	MARRIAGE OFFICIATING FEES		-\$7,270.00	-\$5,000.00	\$2,270.00	145%	
ADMINISTRATION	1-3-1700-7141	INTEREST ON BANK ACCOUNT		-\$357,637.54	-\$200,000.00	\$157,637.54	179%	
ADMINISTRATION	1-3-2300-2300	AMBULANCE - RENT INCOME		-\$15,986.97	-\$21,315.00	-\$5,328.03	75%	
ADMINISTRATION	1-3-2300-2301	AMBULANCE - OPERATING REVENUES		\$0.00	-\$3,000.00	-\$3,000.00	0%	
ADMINISTRATION	1-4-1200-1010	ADM - WAGES		\$458,130.08	\$627,002.00	\$168,871.92	73%	
ADMINISTRATION	1-4-1200-1110	ADM - EMPLOYEE BENEFITS		\$147,699.39	\$199,175.00	\$51,475.61	74%	
ADMINISTRATION	1-4-1200-1225	ADM - INSURANCE		\$91,840.81	\$81,881.00	-\$9,959.81	112%	Insurance costs to be reviewed for 2025.
ADMINISTRATION	1-4-1200-1507	ADM - BANK CHARGES		\$7,622.40	\$12,000.00	\$4,377.60	64%	
ADMINISTRATION	1-4-1200-2015	ADM - TAXES MUNICIPAL PROPERTY		\$11,514.28	\$25,600.00	\$14,085.72	45%	
ADMINISTRATION	1-4-1200-2020	ADM - HEALTH & SAFETY		\$315.46	\$3,000.00	\$2,684.54	11%	
ADMINISTRATION	1-4-1200-2025	ADM - MILEAGE & TRAVEL		\$1,954.73	\$2,000.00	\$45.27	98%	
ADMINISTRATION	1-4-1200-2026	ADM - MEETING ATTENDANCE		\$1,020.00	\$300.00	-\$720.00	340%	Will be updated in 2025.
ADMINISTRATION	1-4-1200-2035	ADM - CONFERENCES/WORKSHOPS/TRAINING		\$21,379.84	\$16,000.00	-\$5,379.84	134%	
ADMINISTRATION	1-4-1200-2049	ADM - CELL PHONES		\$3,513.05	\$3,500.00	-\$13.05	100%	
ADMINISTRATION	1-4-1200-2050	ADM - TELEPHONE		\$2,615.01	\$4,500.00	\$1,884.99	58%	
ADMINISTRATION	1-4-1200-2051	ADM - COURIER		\$52.35	\$500.00	\$447.65	10%	
ADMINISTRATION	1-4-1200-2055	ADM - ENBRIDGE		\$2,521.56	\$4,500.00	\$1,978.44	56%	
ADMINISTRATION	1-4-1200-2056	ADM - HYDRO		\$9,944.99	\$20,000.00	\$10,055.01	50%	
ADMINISTRATION	1-4-1200-2100	ADM - POSTAGE & FOLDING LEASING		\$16,936.08	\$15,400.00	-\$1,536.08	110%	To be adjusted based on department.
ADMINISTRATION	1-4-1200-2102	ADM - PARKING LOT RENT		\$2,594.88	\$3,100.00	\$505.12	84%	
ADMINISTRATION	1-4-1200-2120	ADM - OFFICE SUPPLIES		\$10,773.21	\$15,000.00	\$4,226.79	72%	
ADMINISTRATION	1-4-1200-2124	ADM - HOUSEKEEPING & JANITORIAL SUPPLIES		\$28,885.05	\$34,500.00	\$5,614.95	84%	
ADMINISTRATION	1-4-1200-2125	ADM - SUPPLIES		\$5,138.32	\$4,000.00	-\$1,138.32	128%	
ADMINISTRATION	1-4-1200-2130	ADM - COMPUTER FEES AND EQUIPMENT		\$3,413.44	\$4,000.00	\$586.56	85%	
ADMINISTRATION	1-4-1200-2131	ADM - COMPUTER WEBSITE HOSTING		\$70,577.95	\$80,000.00	\$9,422.05	88%	
ADMINISTRATION	1-4-1200-2140	ADM - PHOTOCOPIER ADMINISTRATION		\$7,130.23	\$6,500.00	-\$630.23	110%	
ADMINISTRATION	1-4-1200-2200	ADM - ACCOUNTING/AUDIT		\$30,528.02	\$28,000.00	-\$2,528.02	109%	
ADMINISTRATION	1-4-1200-2210	ADM - LEGAL FEES		\$15,910.34	\$21,000.00	\$5,089.66	76%	
ADMINISTRATION	1-4-1200-2223	ADM - CONSULTING/PROFESSIONAL FEES		\$0.00	\$28,000.00	\$28,000.00	0%	
ADMINISTRATION	1-4-1200-2300	ADM - ADVERTISING		\$1,126.47	\$3,000.00	\$1,873.53	38%	
ADMINISTRATION	1-4-1200-2366	ADM - BUILDING/PROP MAINT/SUPPLIES		\$7,542.28	\$48,000.00	\$40,457.72	16%	
ADMINISTRATION	1-4-1200-2410	ADM - ASSOCIATION & MEMBERSHIP FEES		\$9,261.23	\$6,000.00	-\$3,261.23	154%	Paid for at the beginning of the year.
ADMINISTRATION	1-4-1200-2457	ADM - PRINTING ADMINISTRATION		\$3,569.29	\$5,500.00	\$1,930.71	65%	
ADMINISTRATION	1-4-1200-2500	ADM - MARRIAGE LICENCE FEES		\$960.00	\$1,000.00	\$40.00	96%	Offset by revenue.
ADMINISTRATION	1-4-1200-4267	ADM - SENIOR SUPPORT (LEGION)		\$1,550.80	\$5,000.00	\$3,449.20	31%	
ADMINISTRATION	1-4-1200-4941	ADM - SHREDDING SERVICE		\$2,350.42	\$1,000.00	-\$1,350.42	235%	Increased shredding needs.
ADMINISTRATION	1-4-1200-5010	ADM - GENERAL EXPENSES		\$5,823.12	\$5,000.00	-\$823.12	116%	
ADMINISTRATION	1-4-1200-6450	ADM - ACCESSIBILTY FOR ONT DISABILITIES		\$0.00	\$10,000.00	\$10,000.00	0%	

**2024 Variance Report**  
**As at September 30, 2024**

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
ADMINISTRATION	1-4-1200-7111	ADM - MARRIAGE CEREMONY COSTS		\$1,870.00	\$3,000.00	\$1,130.00	62%	
ADMINISTRATION	1-4-1200-7120	ADM - TAX WRITE-OFFS		\$7,097.62	\$14,043.00	\$6,945.38	51%	Charitable rebates, provincial regulations, completed for the year.
ADMINISTRATION	1-4-1200-9000	ADM - TRANSFERS TO RESERVES		\$0.00	\$5,000.00	\$5,000.00	0%	
ADMINISTRATION	1-4-7000-5236	CONTRIBUTIONS - COMMUNITY GRANTS		\$20,925.58	\$25,000.00	\$4,074.42	84%	
ADMINISTRATION	1-4-7000-5237	CONTRIBTIONS TO N.G. RECREATION ASSOCIAT		\$84,550.00	\$85,000.00	\$450.00	99%	Contributions were paid to MRAs for the year.
ADMINISTRATION	1-4-7000-5247	CONT GLENGARRY PIONEER MUSEUM TAX & INS.		\$15,796.65	\$14,000.00	-\$1,796.65	113%	Contributions were paid to the Glengarry Pioneer Museum for the year.
ADMINISTRATION	1-4-7000-5248	CONT GLENGARRY PIONEER MUSEUM OPERATING		\$20,000.00	\$20,000.00	\$0.00	100%	
ADMINISTRATION	1-4-7000-5249	CONTRIBUTION TO HIGHLAND GAMES COMM (KAS		\$10,000.00	\$3,000.00	-\$7,000.00	333%	Contributions were paid to the GHG with additional funds approved by Council .
ADMINISTRATION	1-4-7000-5258	CONTRIBUTION TO ARCHIVE INITIATIVE		\$21,206.67	\$46,000.00	\$24,793.33	46%	Will be readjusted in 2025 to reflect actuals.
ADMINISTRATION	1-4-7000-5260	CONTRIBUION - GLENGARRY SPORTS HALL		\$4,002.00	\$4,002.00	\$0.00	100%	Contributions were paid to the Glengarry Sports Hall for the year.
ADMINISTRATION	1-5-1200-8000	CAPITAL - ADMINISTRATION	COMPUT	\$6,263.19	\$20,000.00	\$13,736.81	31%	Purchase of laptops for new staff and scanners.
ADMINISTRATION	1-5-1200-8000	CAPITAL - ADMINISTRATION	ROOF	\$70,567.56	\$120,000.00	\$49,432.44	59%	
AGRICULTURE & DRAINAGE	1-3-8020-4010	DRAINAGE - MUNICIPAL DRAIN MTCE. CHARGES		-\$31,285.17	-\$233,608.00	-\$202,322.83	13%	
AGRICULTURE & DRAINAGE	1-3-8020-4012	DRAINAGE - TILE DRAINAGE INSPECTION FEES		-\$75.00	-\$4,391.00	-\$4,316.00	2%	
AGRICULTURE & DRAINAGE	1-3-8020-5095	DRAINAGE SUPT/MAINTENANCE GRANT		-\$49,212.61	-\$40,381.00	\$8,831.61	122%	
AGRICULTURE & DRAINAGE	1-3-8030-5030	LIVESTOCK & POULTRY GRANT		-\$50.00	-\$4,000.00	-\$3,950.00	1%	
AGRICULTURE & DRAINAGE	1-3-8040-4013	DRAINAGE - TILE DRAINAGE LOAN - TAXES		-\$47,159.78	-\$45,000.00	\$2,159.78	105%	Offset by expenses.
AGRICULTURE & DRAINAGE	1-4-8020-1010	MUN. DRAIN - WAGES		\$0.00	\$42,489.00	\$42,489.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-1110	MUN. DRAIN - BENEFITS		\$7.63	\$14,215.00	\$14,207.37	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2021	DRAIN - WORK BOOTS & CLOTHING		\$0.00	\$500.00	\$500.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2024	DRAIN SUPT - OPERATING EXPENSES		\$0.00	\$800.00	\$800.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2025	DRAIN SUPT - MILEAGE & TRAVEL		\$0.00	\$200.00	\$200.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2026	DRAIN - MEETING ATTENDANCE		\$0.00	\$120.00	\$120.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2035	DRAIN - CONFERENCE & WORKSHOP		\$532.07	\$3,000.00	\$2,467.93	18%	
AGRICULTURE & DRAINAGE	1-4-8020-2049	DRAIN SUPT - CELL PHONE		\$120.36	\$500.00	\$379.64	24%	
AGRICULTURE & DRAINAGE	1-4-8020-2399	DRAIN - VEHICLE MAINTENANCE		\$0.00	\$1,500.00	\$1,500.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-6150	MUNICIPAL DRAIN MAINTENANCE		\$17,408.11	\$200,000.00	\$182,591.89	9%	
AGRICULTURE & DRAINAGE	1-4-8020-6151	MUNCIPAL DRAIN - BEAVER MANAGEMENT		\$3,198.07	\$10,000.00	\$6,801.93	32%	
AGRICULTURE & DRAINAGE	1-4-8030-6170	LIVESTOCK EVALUATOR		\$588.40	\$1,000.00	\$411.60	59%	
AGRICULTURE & DRAINAGE	1-4-8030-6171	LIVESTOCK DAMAGES		-\$1,794.52	\$5,000.00	\$6,794.52	-36%	
AGRICULTURE & DRAINAGE	1-4-8040-6300	TILE DRAINAGE - DEBENTURE PRINCIPAL		\$22,883.21	\$45,000.00	\$22,116.79	51%	
BUILDING	1-3-2100-6000	CBO - PROPERTY STANDARDS		\$0.00	-\$2,500.00	-\$2,500.00	0%	
BUILDING	1-3-2100-7200	CBO - BUILDING PERMITS		-\$95,804.90	-\$225,000.00	-\$129,195.10	43%	
BUILDING	1-3-2100-7203	CBO - REVENUE - OTHER		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-3-2100-7205	CBO - CIVIC NUMBERS REVENUE		-\$2,760.00	-\$3,500.00	-\$740.00	79%	
BUILDING	1-3-2125-7104	BYLAW - BUSINESS LICENSE/PERMITS		-\$5,429.88	-\$7,500.00	-\$2,070.12	72%	
BUILDING	1-3-2125-7201	BYLAW - ENFORCEMENT VIOLATIONS		-\$420.00	-\$2,000.00	-\$1,580.00	21%	
BUILDING	1-3-2125-7203	BYLAW - AMPS REVENUE		-\$2,257.50	-\$1,000.00	\$1,257.50	226%	
BUILDING	1-3-2125-7207	BYLAW - CLEAN YARDS		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-3-2125-7208	BYLAW - PARKING TICKETS		-\$600.00	-\$2,000.00	-\$1,400.00	30%	
BUILDING	1-3-2125-7753	BYLAW - PARKING PASSES		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-3-2200-7200	SS - PERMITS		-\$16,918.40	-\$22,000.00	-\$5,081.60	77%	
BUILDING	1-3-2250-7200	ANIMAL CONTROL - KENNEL PERMIT		\$0.00	-\$3,500.00	-\$3,500.00	0%	
BUILDING	1-3-2250-7210	ANIMAL CONTROL - DOG LICENCES		-\$36,800.00	-\$33,000.00	\$3,800.00	112%	



**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
BUILDING	1-3-8000-7109	PLN - ZONING CERTIFICATES		-\$2,230.00	-\$10,000.00	-\$7,770.00	22%	
BUILDING	1-3-8000-7800	PLN - ZONING & AMENDMENT FEES		-\$11,000.00	-\$30,000.00	-\$19,000.00	37%	
BUILDING	1-3-8000-7802	PLN - MINOR VARIANCES		-\$2,000.00	-\$5,000.00	-\$3,000.00	40%	
BUILDING	1-3-8000-7803	PLN - SITE PLANS		-\$3,500.00	-\$32,000.00	-\$28,500.00	11%	
BUILDING	1-3-8000-7805	PLN - TREE CLEAR CUTTING PERMITS		-\$1,750.00	-\$1,000.00	\$750.00	175%	
BUILDING	1-3-8000-7807	PLN - PART LOT CONTROL FEES		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-4-2100-1010	CBO - WAGES		\$148,577.98	\$261,613.00	\$113,035.02	57%	
BUILDING	1-4-2100-1110	CBO - BENEFITS		\$47,272.02	\$82,991.00	\$35,718.98	57%	
BUILDING	1-4-2100-2021	CBO - WORK BOOTS & CLOTHING		\$299.13	\$2,000.00	\$1,700.87	15%	
BUILDING	1-4-2100-2025	CBO - MILEAGE & TRAVEL		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-2100-2035	CBO - CONFERENCE/WORKSHOP/TRAINING		\$157.74	\$3,000.00	\$2,842.26	5%	
BUILDING	1-4-2100-2049	CBO - CELL PHONE		\$1,877.18	\$2,000.00	\$122.82	94%	
BUILDING	1-4-2100-2100	CBO - POSTAGE		\$961.38	\$1,000.00	\$38.62	96%	Letters were sent to all dog owners this year to update the dog registry. This is not a cost that will be incurred annually.
BUILDING	1-4-2100-2120	CBO - OFFICE SUPPLIES		\$583.03	\$1,000.00	\$416.97	58%	
BUILDING	1-4-2100-2125	CBO - MATERIALS/SUPPLIES		\$28.98	\$2,000.00	\$1,971.02	1%	
BUILDING	1-4-2100-2130	CBO - COMPUTER EQUIP & SUPPLIES		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-2100-2131	CBO - COMPUTER WEBSITE HOSTING		\$9,008.33	\$8,000.00	-\$1,008.33	113%	
BUILDING	1-4-2100-2140	CBO - PHOTOCOPIER EXPENSE		\$1,413.09	\$1,000.00	-\$413.09	141%	
BUILDING	1-4-2100-2210	CBO - LEGAL FEES		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-2100-2223	CBO - CONSULTING FEES		\$2,486.60	\$1,000.00	-\$1,486.60	249%	Charges for surveys and lawyers for the sale of 90 Main Street S.
BUILDING	1-4-2100-2399	CBO - VEHICLE MAINTENANCE		\$209.26	\$3,000.00	\$2,790.74	7%	
BUILDING	1-4-2100-2400	CBO - GAS/OIL/DIESEL		\$1,565.26	\$3,000.00	\$1,434.74	52%	
BUILDING	1-4-2100-2410	CBO - ASSOCIATION & MEMBERSHIP FEES		\$1,022.40	\$1,000.00	-\$22.40	102%	Paid for the year.
BUILDING	1-4-2100-7205	CBO - CIVIC NUMBERING COSTS		\$1,307.24	\$3,500.00	\$2,192.76	37%	
BUILDING	1-4-2125-1010	BY-LAW - WAGES		\$50,301.46	\$75,622.00	\$25,320.54	67%	
BUILDING	1-4-2125-1035	BY-LAW - OVERTIME		\$6,288.85	\$4,000.00	-\$2,288.85	157%	After hours for dog catching and by-law.
BUILDING	1-4-2125-1110	BY-LAW - BENEFITS		\$18,496.75	\$25,506.00	\$7,009.25	73%	
BUILDING	1-4-2125-2021	BY-LAW - CLOTHING ALLOWANCE		\$0.00	\$450.00	\$450.00	0%	
BUILDING	1-4-2125-2035	BY-LAW - CONFERENCES & TRAINING		\$77.56	\$1,500.00	\$1,422.44	5%	
BUILDING	1-4-2125-2049	BY-LAW - CELL PHONES		\$876.99	\$1,000.00	\$123.01	88%	
BUILDING	1-4-2125-2125	BYLAW - MATERIALS/SUPPLIES		\$847.27	\$500.00	-\$347.27	169%	Purchase of new office chairs.
BUILDING	1-4-2125-2130	BYLAW - COMPUTER FEES		\$0.00	\$680.00	\$680.00	0%	
BUILDING	1-4-2125-2210	BY-LAW - LEGAL FEES		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-2125-2399	BY-LAW - TRUCK EXPENSES		\$341.17	\$2,000.00	\$1,658.83	17%	
BUILDING	1-4-2125-2400	BY-LAW - GAS/OIL/DIESEL		\$1,604.33	\$2,000.00	\$395.67	80%	
BUILDING	1-4-2125-6000	BY-LAW - PROPERTY STANDARDS		\$0.00	\$1,500.00	\$1,500.00	0%	
BUILDING	1-4-2125-7203	BY-LAW - AMPS EXPENSES		\$0.00	\$500.00	\$500.00	0%	
BUILDING	1-4-2125-7207	BY-LAW - CLEAN YARDS		\$0.00	\$1,500.00	\$1,500.00	0%	
BUILDING	1-4-2200-4010	SS - CONTRACTED SERVICES		\$13,295.21	\$20,000.00	\$6,704.79	66%	
BUILDING	1-4-2200-7206	SS - MANDATORY INSPECTIONS		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-2250-2125	ANIMAL CONTROL - MATERIALS/SUPPLIES		-\$71.73	\$1,000.00	\$1,071.73	-7%	
BUILDING	1-4-2250-5105	ANIMAL CONTROL - DOG POUND FEES		\$2,042.79	\$2,000.00	-\$42.79	102%	
BUILDING	1-4-2250-5106	ANIMAL CONTROL - LIVESTOCK POUNDKEEPER		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-8000-1010	PLN - WAGES		\$48,022.05	\$53,802.00	\$5,779.95	89%	
BUILDING	1-4-8000-1110	PLN - BENEFITS		\$17,980.42	\$20,216.00	\$2,235.58	89%	
BUILDING	1-4-8000-2025	PLN - MILEAGE & TRAVEL		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-8000-2026	PLN - MEETING ATTENDANCE		\$240.00	\$1,500.00	\$1,260.00	16%	

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
BUILDING	1-4-8000-2035	PLN - CONFERENCES/WORKSHOPS/TRAINING		\$1,640.94	\$2,000.00	\$359.06	82%	Conference was paid for at the beginning of the year.
BUILDING	1-4-8000-2049	PLN - CELL PHONES		\$0.00	\$500.00	\$500.00	0%	
BUILDING	1-4-8000-2100	PLN-POSTAGE		\$196.88	\$200.00	\$3.12	98%	
BUILDING	1-4-8000-2120	PLN - OFFICE SUPPLIES		\$0.00	\$200.00	\$200.00	0%	
BUILDING	1-4-8000-2125	PLN - MATERIALS/SUPPLIES		\$0.00	\$300.00	\$300.00	0%	
BUILDING	1-4-8000-2210	PLN - LEGAL FEES		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-8000-2223	PLN - CONSULTING FEES		\$183.39	\$10,000.00	\$9,816.61	2%	
BUILDING	1-4-8000-2300	PLN - ADVERTISING		\$0.00	\$6,000.00	\$6,000.00	0%	
CEMC	1-4-2900-1015	CEMC -PART TIME WAGES		\$1,591.38	\$4,084.00	\$2,492.62	39%	
CEMC	1-4-2900-1110	CEMC - BENEFITS		\$622.73	\$919.00	\$296.27	68%	
CEMC	1-4-2900-2035	CEMC - CONFERENCES/TRAINING/WORKSHOPS		\$0.00	\$2,500.00	\$2,500.00	0%	
CEMC	1-4-2900-2125	CEMC - MATERIALS/SUPPLIES		\$60.00	\$500.00	\$440.00	12%	
CEMC	1-4-2900-2131	CEMC - COMPUTER HOSTING FEES		\$0.00	\$2,500.00	\$2,500.00	0%	
CEMC	1-4-2900-2325	CEMC - PUBLICITY/PUBLIC AWARENESS		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY DEVELOPMENT	1-3-1900-7754	COMM. DEV. - OTHER FUNDING		-\$6,000.00	-\$7,500.00	-\$1,500.00	80%	
COMMUNITY DEVELOPMENT	1-3-1900-8004	COMM. DEV. - SPECIAL EVENTS		-\$11,300.00	-\$11,000.00	\$300.00	103%	
COMMUNITY DEVELOPMENT	1-4-1900-1225	COMM. DEV - INSURANCE		\$7,851.07	\$2,162.00	-\$5,689.07	363%	Insurance costs to be reviewed for 2025.
COMMUNITY DEVELOPMENT	1-4-1900-2025	COMM. DEV. - MILEAGE		\$0.00	\$200.00	\$200.00	0%	
COMMUNITY DEVELOPMENT	1-4-1900-2031	COMM. DEV. - JULY 1ST & CHRISTMAS EXP.		\$21,226.21	\$15,500.00	-\$5,726.21	137%	
COMMUNITY DEVELOPMENT	1-4-1900-2300	COMM. DEV - ADVERTISING		\$0.00	\$1,400.00	\$1,400.00	0%	
COMMUNITY DEVELOPMENT	1-4-1900-8004	COMM. DEV - SPECIAL EVENTS		\$7,012.18	\$12,500.00	\$5,487.82	56%	
COMMUNITY DEVELOPMENT	1-4-1900-8005	COMM. DEV - COMMITTEE		\$0.00	\$5,000.00	\$5,000.00	0%	
COMMUNITY DEVELOPMENT	1-4-1900-8006	COMM DEV - ACH COMMITTEE		\$2,653.11	\$5,000.00	\$2,346.89	53%	
COMMUNITY SERVICES	1-3-7000-8001	OTHER ORGS - TRANSFER FROM RESRVES		\$0.00	-\$35,000.00	-\$35,000.00	0%	
COMMUNITY SERVICES	1-3-7100-7710	MSC - HALL RENTAL		-\$11,963.78	-\$12,000.00	-\$36.22	100%	
COMMUNITY SERVICES	1-3-7100-7712	MSC - BAR RECEIPTS		-\$3,943.05	-\$5,000.00	-\$1,056.95	79%	
COMMUNITY SERVICES	1-3-7100-7713	MSC - PRO SHOP		-\$414.35	-\$1,000.00	-\$585.65	41%	
COMMUNITY SERVICES	1-3-7100-7714	MSC - PEPSI MACHINE		-\$1,364.59	-\$3,000.00	-\$1,635.41	45%	
COMMUNITY SERVICES	1-3-7100-7715	MSC - BALL FIELDS RENTS		-\$601.80	-\$500.00	\$101.80	120%	
COMMUNITY SERVICES	1-3-7100-7716	MSC - ADVERTISING		-\$6,401.93	-\$5,000.00	\$1,401.93	128%	
COMMUNITY SERVICES	1-3-7100-7720	MSC - ICE RENTAL		-\$103,311.51	-\$220,000.00	-\$116,688.49	47%	
COMMUNITY SERVICES	1-3-7100-8001	MSC - TRANSFER FROM RESERVES		\$0.00	-\$100,000.00	-\$100,000.00	0%	
COMMUNITY SERVICES	1-3-7200-4101	ISLAND PARK - FIELD LINING SPORTSFIELD R		-\$9,220.00	-\$9,000.00	\$220.00	102%	
COMMUNITY SERVICES	1-3-7200-7712	ISLAND PARK - BAR REVENUE		\$0.00	-\$3,000.00	-\$3,000.00	0%	
COMMUNITY SERVICES	1-3-7200-7748	ISLAND PARK - DUMPING STATION		-\$556.00	-\$250.00	\$306.00	222%	Includes revenue from 2023.
COMMUNITY SERVICES	1-3-7200-7751	ISLAND PARK - HALL RENTAL		-\$20,055.97	-\$10,000.00	\$10,055.97	201%	
COMMUNITY SERVICES	1-3-7200-7753	ISLAND PARK - OTHER REVENUE		-\$2,044.38	-\$5,850.00	-\$3,805.62	35%	
COMMUNITY SERVICES	1-3-7200-8001	ISLAND PARK - TRANSFER FROM RESERVES		\$0.00	-\$39,000.00	-\$39,000.00	0%	
COMMUNITY SERVICES	1-3-7300-4100	DOME - GLENG. WOMEN'S VOLLEYBALL		-\$480.09	-\$5,000.00	-\$4,519.91	10%	
COMMUNITY SERVICES	1-3-7300-4101	DOME - ADVERTISING REVENUE		-\$250.44	-\$2,500.00	-\$2,249.56	10%	
COMMUNITY SERVICES	1-3-7300-4102	DOME - TENNIS REVENUES		-\$19,427.07	-\$23,000.00	-\$3,572.93	84%	
COMMUNITY SERVICES	1-3-7300-4103	DOME - TRACK REVENUES		-\$13,092.22	-\$18,000.00	-\$4,907.78	73%	
COMMUNITY SERVICES	1-3-7300-4104	DOME - FIELD REVENUES		-\$44,342.92	-\$45,000.00	-\$657.08	99%	
COMMUNITY SERVICES	1-3-7300-4105	DOME - VENDING REVENUES		-\$544.10	-\$500.00	\$44.10	109%	
COMMUNITY SERVICES	1-3-7300-4110	DOME - BIRTHDAY PARTIES		-\$5,781.89	-\$5,000.00	\$781.89	116%	
COMMUNITY SERVICES	1-3-7300-7754	DOME - NAMING RIGHTS - TIM HORTON		-\$5,000.00	-\$5,000.00	\$0.00	100%	
COMMUNITY SERVICES	1-3-7300-7755	DOME - FLAG FOOTBALL LEAGUE		\$0.00	-\$3,300.00	-\$3,300.00	0%	
COMMUNITY SERVICES	1-3-7400-7160	LIB - LIBRARY RENT		\$0.00	-\$37,805.00	-\$37,805.00	0%	
COMMUNITY SERVICES	1-3-7400-8001	LIB - FROM RESERVES		\$0.00	-\$5,633.00	-\$5,633.00	0%	
COMMUNITY SERVICES	1-3-7500-3003	GSP - AGREEMENT SOUTH GLENGARRY		-\$50,000.00	-\$50,000.00	\$0.00	100%	

**2024 Variance Report**  
**As at September 30, 2024**

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-3-7500-4105	GSP - VENDING SUPPLIES		\$0.00	-\$750.00	-\$750.00	0%	
COMMUNITY SERVICES	1-3-7500-7710	GSP - HALL RENTAL		-\$6,171.54	-\$5,000.00	\$1,171.54	123%	
COMMUNITY SERVICES	1-3-7500-7712	GSP - BAR RECEIPTS		-\$28,281.49	-\$25,000.00	\$3,281.49	113%	
COMMUNITY SERVICES	1-3-7500-7713	GSP - SKATE SHARPENING		-\$2,009.37	-\$6,000.00	-\$3,990.63	33%	
COMMUNITY SERVICES	1-3-7500-7716	GSP - BOARD ADVERTISING		-\$8,717.73	-\$12,800.00	-\$4,082.27	68%	
COMMUNITY SERVICES	1-3-7500-7719	GSP - OTHER REVENUES		-\$7,264.65	-\$4,250.00	\$3,014.65	171%	
COMMUNITY SERVICES	1-3-7500-7720	GSP - ICE RENTAL		-\$107,925.29	-\$225,000.00	-\$117,074.71	48%	
COMMUNITY SERVICES	1-3-7500-7721	GSP - OTHER ICE RENTALS		-\$5,614.01	-\$1,300.00	\$4,314.01	432%	
COMMUNITY SERVICES	1-3-7500-7722	GSP - PROGRAMMING		-\$14,476.06	-\$20,000.00	-\$5,523.94	72%	
COMMUNITY SERVICES	1-3-7500-7723	GSP - CANTEEN RENTAL		-\$280.00	-\$1,250.00	-\$970.00	22%	
COMMUNITY SERVICES	1-4-7020-4260	APPLE HILL COMMUNITY CENTRE		\$195.94	\$1,428.00	\$1,232.06	14%	
COMMUNITY SERVICES	1-4-7020-4261	GLEN ROBERTSON COMMUNITY CENTRE		\$1,546.79	\$1,429.00	-\$117.79	108%	
COMMUNITY SERVICES	1-4-7020-4262	DUNVEGAN RECREATION CENTRE		\$148.14	\$1,428.00	\$1,279.86	10%	
COMMUNITY SERVICES	1-4-7020-4263	DALKEITH RECREATION CENTRE		\$238.82	\$1,429.00	\$1,190.18	17%	
COMMUNITY SERVICES	1-4-7020-4264	MAXVILLE RECREATION CENTRE		\$0.00	\$1,428.00	\$1,428.00	0%	
COMMUNITY SERVICES	1-4-7020-4265	MAXVILLE LIBRARY		\$49.38	\$1,429.00	\$1,379.62	3%	
COMMUNITY SERVICES	1-4-7020-4266	DALKEITH LIBRARY		\$49.38	\$1,429.00	\$1,379.62	3%	
COMMUNITY SERVICES	1-4-7100-1010	MSC - WAGES		\$73,758.03	\$109,264.00	\$35,505.97	68%	
COMMUNITY SERVICES	1-4-7100-1015	MSC - PART TIME WAGES		\$38,997.93	\$104,027.00	\$65,029.07	37%	
COMMUNITY SERVICES	1-4-7100-1035	MSC - OVERTIME		\$10,717.70	\$10,000.00	-\$717.70	107%	
COMMUNITY SERVICES	1-4-7100-1110	MSC - BENEFITS		\$47,617.42	\$76,040.00	\$28,422.58	63%	
COMMUNITY SERVICES	1-4-7300-1225	DOME - INSURANCE		\$30,273.07	\$12,417.00	-\$17,856.07	244%	Insurance costs to be reviewed for 2025.
COMMUNITY SERVICES	1-4-7100-2020	MSC - HEALTH & SAFETY		\$0.00	\$750.00	\$750.00	0%	
COMMUNITY SERVICES	1-4-7100-2021	MSC - WORK BOOTS & CLOTHING		\$630.70	\$2,000.00	\$1,369.30	32%	
COMMUNITY SERVICES	1-4-7100-2025	MSC - MILEAGE & TRAVEL		\$1,698.80	\$700.00	-\$998.80	243%	Mileage for deposits and purchases for vending machines.
COMMUNITY SERVICES	1-4-7100-2028	MSC - BOOK KING SOFTWARE		\$2,055.22	\$1,500.00	-\$555.22	137%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7100-2030	MSC - SPORTSFIELDS EXPENSES		\$7,656.51	\$1,750.00	-\$5,906.51	438%	Cost of paint for lining has increased from \$5 per can to \$12 per can. Line item will be adjusted in 2025.
COMMUNITY SERVICES	1-4-7100-2035	MSC - CONFERENCES/ WORKSHOPS/TRAINING		\$0.00	\$4,000.00	\$4,000.00	0%	
COMMUNITY SERVICES	1-4-7100-2049	MSC - CELL PHONE		\$296.93	\$700.00	\$403.07	42%	
COMMUNITY SERVICES	1-4-7100-2050	MSC - TELEPHONE		\$621.97	\$750.00	\$128.03	83%	
COMMUNITY SERVICES	1-4-7100-2056	MSC - HYDRO		\$32,904.66	\$60,000.00	\$27,095.34	55%	
COMMUNITY SERVICES	1-4-7100-2057	MSC - WATER/SEWER		\$2,936.55	\$6,000.00	\$3,063.45	49%	
COMMUNITY SERVICES	1-4-7100-2110	MSC - TOOLS		\$0.00	\$300.00	\$300.00	0%	
COMMUNITY SERVICES	1-4-7100-2120	MSC - OFFICE SUPPLIES		\$183.47	\$500.00	\$316.53	37%	
COMMUNITY SERVICES	1-4-7100-2124	MSC - HOUSEKEEPING & JANITORIAL SUPP		\$3,470.17	\$6,000.00	\$2,529.83	58%	
COMMUNITY SERVICES	1-4-7100-2125	MSC - MATERIALS/SUPPLIES		\$948.16	\$2,000.00	\$1,051.84	47%	
COMMUNITY SERVICES	1-4-7100-2126	MSC - HALL SUPPLIES		\$2,192.27	\$4,000.00	\$1,807.73	55%	
COMMUNITY SERVICES	1-4-7100-2127	MSC - PEPSI SUPPLIES		\$60.00	\$1,250.00	\$1,190.00	5%	
COMMUNITY SERVICES	1-4-7100-2129	MSC - VENDING MACHINE		\$1,683.62	\$4,000.00	\$2,316.38	42%	
COMMUNITY SERVICES	1-4-7100-2130	MSC - COMPUTER FEES & EQUIP.		\$58.46	\$1,500.00	\$1,441.54	4%	
COMMUNITY SERVICES	1-4-7100-2300	MSC - ADVERTISING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7100-2366	MSC - BUILDING MAINTENANCE/GROUND MTCE		\$35,982.18	\$70,000.00	\$34,017.82	51%	
COMMUNITY SERVICES	1-4-7100-2367	MSC - PROPANE		\$22,965.23	\$35,000.00	\$12,034.77	66%	
COMMUNITY SERVICES	1-4-7100-2368	MSC - EQUIPMENT MTCE		\$6,041.32	\$15,000.00	\$8,958.68	40%	
COMMUNITY SERVICES	1-4-7100-2410	MSC - ASSOCIATION & MEMBERSHIP FEES		\$544.33	\$1,000.00	\$455.67	54%	Memberships to ORFA for staff are paid through the year on their membership anniversary.

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-4-7100-2564	MSC - PRO SHOP		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY SERVICES	1-4-7100-4010	MSC - CONTRACTS/CONTRACTED SERVICES		\$1,508.56	\$9,000.00	\$7,491.44	17%	
COMMUNITY SERVICES	1-4-7100-5120	MSC - SNOW REMOVAL		\$5,115.00	\$9,000.00	\$3,885.00	57%	In line with past years.
COMMUNITY SERVICES	1-4-7100-7722	MSC - PROGRAMMING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7200-1010	ISLAND PARK - WAGES		\$118,839.43	\$130,262.00	\$11,422.57	91%	
COMMUNITY SERVICES	1-4-7200-1015	ISLAND PARK - PART TIME WAGES		\$21,611.73	\$55,795.00	\$34,183.27	39%	
COMMUNITY SERVICES	1-4-7200-1035	ISLAND PARK - OVERTIME		\$9,225.11	\$8,000.00	-\$1,225.11	115%	
COMMUNITY SERVICES	1-4-7200-1110	ISLAND PARK - BENEFITS		\$46,618.77	\$53,365.00	\$6,746.23	87%	
COMMUNITY SERVICES	1-4-7200-2020	ISLAND PARK - HEALTH & SAFETY		\$274.71	\$500.00	\$225.29	55%	
COMMUNITY SERVICES	1-4-7200-2021	ISLAND PARK - CLOTHING ALLOWANCE		\$1,237.07	\$1,500.00	\$262.93	82%	
COMMUNITY SERVICES	1-4-7200-2025	ISLAND PARK - MILEAGE & TRAVEL		\$291.58	\$500.00	\$208.42	58%	
COMMUNITY SERVICES	1-4-7200-2028	ISLAND PARK - BOOK KING SOFTWARE		\$2,091.39	\$1,900.00	-\$191.39	110%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7200-2030	ISLAND PARK - SPORTSFIELDS EXPENSE		\$17,379.54	\$10,000.00	-\$7,379.54	174%	
COMMUNITY SERVICES	1-4-7200-2035	ISLAND PARK - CONF/WORKSHOP/TRAINING		\$0.00	\$3,500.00	\$3,500.00	0%	
COMMUNITY SERVICES	1-4-7200-2049	ISLAND PARK - CELL PHONE		\$1,017.41	\$1,200.00	\$182.59	85%	
COMMUNITY SERVICES	1-4-7200-2050	ISLAND PARK - TELEPHONE		\$316.62	\$500.00	\$183.38	63%	
COMMUNITY SERVICES	1-4-7200-2055	ISLAND PARK - ENBRIDGE		\$2,016.34	\$3,000.00	\$983.66	67%	
COMMUNITY SERVICES	1-4-7200-2056	ISLAND PARK - HYDRO		\$16,714.97	\$12,000.00	-\$4,714.97	139%	
COMMUNITY SERVICES	1-4-7200-2057	ISLAND PARK - WATER/SEWER		\$3,279.11	\$4,000.00	\$720.89	82%	
COMMUNITY SERVICES	1-4-7200-2120	ISLAND PARK - OFFICE SUPPLIES		\$46.80	\$1,000.00	\$953.20	5%	
COMMUNITY SERVICES	1-4-7200-2124	ISLAND PARK - HOUSEKEEPING & JAN. SUPP		\$3,893.11	\$5,000.00	\$1,106.89	78%	
COMMUNITY SERVICES	1-4-7200-2125	ISLAND PARK - MATERIALS/SUPPLIES		\$311.77	\$1,550.00	\$1,238.23	20%	
COMMUNITY SERVICES	1-4-7200-2126	ISLAND PARK - BAR SUPPLIES		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY SERVICES	1-4-7200-2130	ISLAND PARK - COMPUTER EQUIPT & SUPPLIES		\$716.63	\$1,500.00	\$783.37	48%	
COMMUNITY SERVICES	1-4-7200-2140	ISLAND PARK - PHOTOCOPIER EXPENSE		\$646.96	\$1,000.00	\$353.04	65%	
COMMUNITY SERVICES	1-4-7200-2300	ISLAND PARK - ADVERTISING		\$0.00	\$750.00	\$750.00	0%	
COMMUNITY SERVICES	1-4-7200-2366	ISLAND PARK - BUILDING MAINT/SUPPLIES		\$6,857.86	\$15,000.00	\$8,142.14	46%	
COMMUNITY SERVICES	1-4-7200-2368	ISLAND PARK - EQUIPMENT MAINT/SUPLIES		\$4,780.36	\$7,000.00	\$2,219.64	68%	
COMMUNITY SERVICES	1-4-7200-2370	ISLAND PARK - OUTDOOR FURN & ATTRIBUTES		\$0.00	\$3,000.00	\$3,000.00	0%	
COMMUNITY SERVICES	1-4-7200-2399	ISLAND PARK - VEHICLE MAINTENANCE		\$1,734.38	\$2,500.00	\$765.62	69%	
COMMUNITY SERVICES	1-4-7200-2400	ISLAND PARK - GAS/OIL/DIESEL		\$4,948.47	\$8,000.00	\$3,051.53	62%	
COMMUNITY SERVICES	1-4-7200-2410	ISLAND PARK - MEMBERSHIP FEES		\$470.64	\$1,000.00	\$529.36	47%	
COMMUNITY SERVICES	1-4-7200-3704	ISLAND PARK - MILL SQUARE OPERATING		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY SERVICES	1-4-7200-4005	ISLAND PARK - LANDSCAPING/FLOWERS		\$6,535.39	\$10,000.00	\$3,464.61	65%	
COMMUNITY SERVICES	1-4-7200-4010	ISLAND PARK - CONTRACTS/CONTRACTED SERV		\$0.00	\$5,000.00	\$5,000.00	0%	
COMMUNITY SERVICES	1-4-7200-4102	ISLAND PARK - TREE REMOVAL		\$4,000.00	\$5,000.00	\$1,000.00	80%	
COMMUNITY SERVICES	1-4-7200-4104	ISLAND PARK - KING GEORGE PARK		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7200-4108	ISLAND PARK - GOOSE MANAGEMENT STRATEGY		\$0.00	\$250.00	\$250.00	0%	
COMMUNITY SERVICES	1-4-7200-8003	ISLAND PARK - SPECIAL PROJECTS		\$2,231.60	\$2,000.00	-\$231.60	112%	
COMMUNITY SERVICES	1-4-7200-8004	ISLAND PARK - SPECIAL EVENTS/FESTIVALS		\$0.00	\$1,500.00	\$1,500.00	0%	
COMMUNITY SERVICES	1-4-7300-1010	DOME - WAGES		\$64,670.75	\$100,596.00	\$35,925.25	64%	
COMMUNITY SERVICES	1-4-7300-1015	DOME - PART TIME WAGES		\$27,928.91	\$50,307.00	\$22,378.09	56%	
COMMUNITY SERVICES	1-4-7300-1035	DOME - OVERTIME		\$2,849.47	\$3,000.00	\$150.53	95%	In line with past years.
COMMUNITY SERVICES	1-4-7300-1110	DOME - BENEFITS		\$27,925.57	\$35,753.00	\$7,827.43	78%	
COMMUNITY SERVICES	1-4-7500-1225	GSP - INSURANCE		\$41,966.30	\$37,213.00	-\$4,753.30	113%	Insurance costs to be reviewed for 2025.
COMMUNITY SERVICES	1-4-7300-2021	DOME - CLOTHING ALLOWANCE		\$130.76	\$500.00	\$369.24	26%	
COMMUNITY SERVICES	1-4-7300-2025	DOME - MILEAGE		\$386.97	\$500.00	\$113.03	77%	
COMMUNITY SERVICES	1-4-7300-2028	DOME - BOOK KING SOFTWARE		\$2,203.77	\$2,000.00	-\$203.77	110%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7300-2030	DOME - SPORTS EQUIP & SUPPLIES		\$3,581.29	\$1,500.00	-\$2,081.29	239%	

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-4-7300-2035	DOME - TRAINING/CONFERENCE		\$597.33	\$1,000.00	\$402.67	60%	
COMMUNITY SERVICES	1-4-7300-2049	DOME - CELL PHONE		\$210.74	\$1,000.00	\$789.26	21%	
COMMUNITY SERVICES	1-4-7300-2050	DOME - TELEPHONE		\$103.68	\$300.00	\$196.32	35%	
COMMUNITY SERVICES	1-4-7300-2055	DOME - ENBRIDGE		\$29,615.50	\$45,000.00	\$15,384.50	66%	
COMMUNITY SERVICES	1-4-7300-2056	DOME - HYDRO		\$15,340.39	\$20,000.00	\$4,659.61	77%	
COMMUNITY SERVICES	1-4-7300-2057	DOME - WATER/SEWER		\$854.48	\$1,300.00	\$445.52	66%	
COMMUNITY SERVICES	1-4-7300-2120	DOME - OFFICE SUPPLIES		\$202.39	\$1,000.00	\$797.61	20%	
COMMUNITY SERVICES	1-4-7300-2124	DOME - JANITORIAL SUPP & HOUSEKEEPING		\$1,906.70	\$2,000.00	\$93.30	95%	
COMMUNITY SERVICES	1-4-7300-2125	DOME - SUPPLIES		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-2127	DOME - VENDING SUPPLIES (PEPSI ..)		\$220.98	\$250.00	\$29.02	88%	In line with past years.
COMMUNITY SERVICES	1-4-7300-2130	DOME - COMPUTER EQUIPT & SUPPLIES		\$352.10	\$500.00	\$147.90	70%	
COMMUNITY SERVICES	1-4-7300-2140	DOME - PHOTOCOPIER EXPENSE		\$645.33	\$100.00	-\$545.33	645%	Line item to be increased in 2025 to reflect actuals.
COMMUNITY SERVICES	1-4-7300-2300	DOME - ADVERTISING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-2366	DOME - BLDG/PROP MAINT/SUPPLIES		\$4,869.23	\$12,000.00	\$7,130.77	41%	
COMMUNITY SERVICES	1-4-7300-2368	DOME - EQUIPMENT MTCE		\$172.35	\$1,500.00	\$1,327.65	11%	
COMMUNITY SERVICES	1-4-7300-2399	DOME - VEHICLE REPAIRS		\$912.48	\$500.00	-\$412.48	182%	Cost of vehicle for Facilities Lead Hand spread over GLs 7100, 7200, 7300 and 7500.
COMMUNITY SERVICES	1-4-7300-4000	DOME - VOLLEYBALL EXPENSE		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-4001	DOME - RUNNING PROGRAM		\$960.00	\$1,000.00	\$40.00	96%	
COMMUNITY SERVICES	1-4-7300-4005	DOME - LANDSCAPING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-4110	DOME - BIRTHDAY SUPPLIES		\$2,528.53	\$3,000.00	\$471.47	84%	
COMMUNITY SERVICES	1-4-7300-4112	DOME - OUTDOOR FURNITURE		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-4113	DOME - FIELD MAINTENANCE		\$0.00	\$1,750.00	\$1,750.00	0%	
COMMUNITY SERVICES	1-4-7300-7755	DOME-FLAG FOOTBALL		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7400-2056	LIB - HYDRO - DALKEITH & MAXVILLE & ALEX		\$9,699.42	\$13,000.00	\$3,300.58	75%	
COMMUNITY SERVICES	1-4-7400-2366	LIB - BUILDING MAINTENANCE/SUPPLIES		\$0.00	\$8,000.00	\$8,000.00	0%	
COMMUNITY SERVICES	1-4-7400-4268	LIB - ALEXANDRIA LIBRARY		\$0.00	\$4,000.00	\$4,000.00	0%	
COMMUNITY SERVICES	1-4-7400-5012	LIB - MAXVILLE LIBRARY		\$0.00	\$100.00	\$100.00	0%	
COMMUNITY SERVICES	1-4-7400-5014	LIB - DALKEITH LIBRARY		\$595.84	\$100.00	-\$495.84	596%	
COMMUNITY SERVICES	1-4-7500-1010	GSP - WAGES		\$113,183.32	\$199,049.00	\$85,865.68	57%	
COMMUNITY SERVICES	1-4-7500-1015	GSP - PART-TIME WAGES		\$41,032.52	\$35,168.00	-\$5,864.52	117%	
COMMUNITY SERVICES	1-4-7500-1035	GSP - OVERTIME		\$18,734.59	\$10,000.00	-\$8,734.59	187%	
COMMUNITY SERVICES	1-4-7500-1110	GSP - BENEFITS		\$50,071.12	\$75,089.00	\$25,017.88	67%	
COMMUNITY SERVICES	1-4-7200-1225	ISLAND PARK - INSURANCE		\$43,312.26	\$38,413.00	-\$4,899.26	113%	Insurance costs to be reviewed for 2025.
COMMUNITY SERVICES	1-4-7500-2020	GSP - HEALTH & SAFETY		\$94.97	\$500.00	\$405.03	19%	
COMMUNITY SERVICES	1-4-7500-2021	GSP - CLOTHING ALLOWANCE		\$712.57	\$1,000.00	\$287.43	71%	
COMMUNITY SERVICES	1-4-7500-2025	GSP - MILEAGE		\$203.41	\$500.00	\$296.59	41%	
COMMUNITY SERVICES	1-4-7500-2028	GSP - BOOKING SOFTWARE		\$2,055.21	\$2,000.00	-\$55.21	103%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7500-2030	GSP - SPORTSFIELD EXPENSES		\$2,795.23	\$4,000.00	\$1,204.77	70%	
COMMUNITY SERVICES	1-4-7500-2035	GSP - TRAINING/WORKSHOP		\$795.00	\$4,500.00	\$3,705.00	18%	
COMMUNITY SERVICES	1-4-7500-2049	GSP - CELL PHONES		\$561.94	\$1,000.00	\$438.06	56%	
COMMUNITY SERVICES	1-4-7500-2050	GSP - TELEPHONE		\$207.36	\$500.00	\$292.64	41%	
COMMUNITY SERVICES	1-4-7500-2055	GSP - ENBRIDGE		\$14,908.00	\$18,000.00	\$3,092.00	83%	
COMMUNITY SERVICES	1-4-7500-2056	GSP - HYDRO		\$50,261.03	\$80,000.00	\$29,738.97	63%	
COMMUNITY SERVICES	1-4-7500-2057	GSP - WATER SEWER		\$5,547.74	\$9,000.00	\$3,452.26	62%	
COMMUNITY SERVICES	1-4-7500-2100	GSP - POSTAGE		\$0.00	\$200.00	\$200.00	0%	
COMMUNITY SERVICES	1-4-7500-2120	GSP - OFFICE SUPPLIES		\$1,911.27	\$1,000.00	-\$911.27	191%	
COMMUNITY SERVICES	1-4-7500-2124	GSP - HOUSEKEEPING/JANITORIAL SUPPLIES		\$3,277.94	\$5,000.00	\$1,722.06	66%	

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-4-7500-2125	GSP - MATERIAL/SUPPLIES		\$378.48	\$200.00	-\$178.48	189%	
COMMUNITY SERVICES	1-4-7500-2126	GSP - BAR/HALL EXPENSE		\$10,347.95	\$5,000.00	-\$5,347.95	207%	Offset with revenues.
COMMUNITY SERVICES	1-4-7500-2127	GSP - VENDING/PEPSI MACHINE		\$1,137.50	\$500.00	-\$637.50	228%	New vending machine at the GSP. Offset with revenue from vending supplies.
COMMUNITY SERVICES	1-4-7500-2130	GSP - COMPUTER SUPPLIES		\$4,110.79	\$1,000.00	-\$3,110.79	411%	New laptop purchase, will be reallocated to capital.
COMMUNITY SERVICES	1-4-7500-2300	GSP - ADVERTISING		\$189.00	\$500.00	\$311.00	38%	
COMMUNITY SERVICES	1-4-7500-2366	GSP - BUILDING EXPENSES		\$28,197.97	\$50,000.00	\$21,802.03	56%	
COMMUNITY SERVICES	1-4-7500-2368	GSP - EQUIPMENT MTCE		\$7,489.52	\$5,000.00	-\$2,489.52	150%	
COMMUNITY SERVICES	1-4-7500-2399	GSP - VEHICLE MTCE		\$0.00	\$1,200.00	\$1,200.00	0%	
COMMUNITY SERVICES	1-4-7500-2400	GSP - GAS/OIL/DIESEL		\$590.06	\$600.00	\$9.94	98%	
COMMUNITY SERVICES	1-4-7500-2410	GSP - MEMBERSHIP FEES		\$354.31	\$600.00	\$245.69	59%	Memberships to ORFA for staff are paid through the year on their membership anniversary.
COMMUNITY SERVICES	1-4-7500-2564	GSP - SKATE SHARPENING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7500-4010	GSP - CONTRACTED SERVICES		\$1,538.39	\$1,000.00	-\$538.39	154%	
COMMUNITY SERVICES	1-4-7500-5120	GSP - SNOW REMOVAL		\$3,915.00	\$8,500.00	\$4,585.00	46%	
COMMUNITY SERVICES	1-4-7500-7722	GSP - PROGRAMMING		\$3,800.00	\$5,000.00	\$1,200.00	76%	
COMMUNITY SERVICES	1-5-7000-8000	CAPITAL - MRA GROUPS		\$48,791.20	\$98,500.00	\$49,708.80	50%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	BALL	\$3,400.00	\$8,000.00	\$4,600.00	43%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	COMPRS	\$12,560.00	\$12,000.00	-\$560.00	105%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	ENGINR	\$0.00	\$200,000.00	\$200,000.00	0%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	MAIN	\$0.00	\$10,000.00	\$10,000.00	0%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	PAINT	\$0.00	\$25,000.00	\$25,000.00	0%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	PARK	\$0.00	\$8,000.00	\$8,000.00	0%	
COMMUNITY SERVICES	1-5-7200-8000	CAPITAL - ISLAND PARK	CENO	\$5,718.91	\$10,000.00	\$4,281.09	57%	
COMMUNITY SERVICES	1-5-7200-8000	CAPITAL - ISLAND PARK	DOCK	\$20,046.51	\$15,000.00	-\$5,046.51	134%	
COMMUNITY SERVICES	1-5-7200-8000	CAPITAL - ISLAND PARK	SPLASH	\$11,857.84	\$25,000.00	\$13,142.16	47%	
COMMUNITY SERVICES	1-5-7300-8000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	AIREX	\$0.00	\$25,000.00	\$25,000.00	0%	
COMMUNITY SERVICES	1-5-7300-8000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	LWNBWL	\$0.00	\$9,000.00	\$9,000.00	0%	
COMMUNITY SERVICES	1-5-7300-8000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	TENNIS	\$0.00	\$5,000.00	\$5,000.00	0%	
COMMUNITY SERVICES	1-5-7400-8000	CAPITAL - LIBRARY		\$5,148.99	\$25,000.00	\$19,851.01	21%	
COMMUNITY SERVICES	1-5-7500-8000	CAPITAL - GSP	GSPNET	\$22,393.48	\$25,000.00	\$2,606.52	90%	
COMMUNITY SERVICES	1-5-7500-8000	CAPITAL - GSP	LED	\$11,000.00	\$7,000.00	-\$4,000.00	157%	
COMMUNITY SERVICES	1-5-7500-8000	CAPITAL - GSP	SCRUB	\$12,699.80	\$23,000.00	\$10,300.20	55%	
COMMUNITY SERVICES	1-4-7100-1225	MSC - INSURANCE		\$45,449.53	\$24,999.00	-\$20,450.53	182%	Insurance costs to be reviewed for 2025.
COUNCIL	1-4-1000-1010	COUNCIL - SALARIES		\$106,316.62	\$147,820.00	\$41,503.38	72%	
COUNCIL	1-4-1000-1110	COUNCIL - BENEFITS		\$6,765.61	\$11,678.00	\$4,912.39	58%	
COUNCIL	1-4-1000-5000	COUNCIL - MAYOR CONVENTIONS & EXPENSES		\$11,646.95	\$8,360.00	-\$3,286.95	139%	Will be reimbursed from the Counties.
COUNCIL	1-4-1000-5001	COUNCIL - DPTY MAYOR CONVENTION EXPENSES		\$7,578.54	\$3,360.00	-\$4,218.54	226%	Will be reimbursed from the Counties.
COUNCIL	1-4-1000-5002	COUNCILLOR AT LARGE - CONVENTION & EXPEN		\$502.53	\$5,510.00	\$5,007.47	9%	
COUNCIL	1-4-1000-5003	COUNCILLOR - ALEXANDRIA WARD		\$9,486.77	\$5,510.00	-\$3,976.77	172%	
COUNCIL	1-4-1000-5004	COUNCILLOR - KENYON WARD		\$9,645.52	\$5,510.00	-\$4,135.52	175%	
COUNCIL	1-4-1000-5005	COUNCILLOR - LOCHIEL WARD		\$8,152.08	\$5,510.00	-\$2,642.08	148%	
COUNCIL	1-4-1000-5006	COUNCILLOR - MAXVILLE WARD		\$8,958.34	\$5,510.00	-\$3,448.34	163%	
COUNCIL	1-4-1000-5010	COUNCIL - GENERAL EXPENSES		\$400.00	\$3,000.00	\$2,600.00	13%	
ECONOMIC DEVELOPMENT	1-3-1950-3000	ECON DEV - WAGE SUBSIDY		-\$4,761.11	-\$4,000.00	\$761.11	119%	
ECONOMIC DEVELOPMENT	1-3-1950-8001	ECON DEV - TRANSFER FROM RESERVES		\$0.00	-\$15,000.00	-\$15,000.00	0%	
ECONOMIC DEVELOPMENT	1-4-1950-1010	ECON DEV - WAGES		\$61,357.10	\$99,625.00	\$38,267.90	62%	
ECONOMIC DEVELOPMENT	1-4-1950-1015	ECON DEV - PART-TIME WAGES		\$7,638.15	\$4,073.00	-\$3,565.15	188%	
ECONOMIC DEVELOPMENT	1-4-1950-1110	ECON DEV - BENEFITS		\$18,932.89	\$26,672.00	\$7,739.11	71%	

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
ECONOMIC DEVELOPMENT	1-4-1950-2025	ECON DEV - MILEAGE		\$2,272.43	\$4,000.00	\$1,727.57	57%	
ECONOMIC DEVELOPMENT	1-4-1950-2026	ECON DEV - MEETING		\$668.43	\$3,000.00	\$2,331.57	22%	
ECONOMIC DEVELOPMENT	1-4-1950-2034	ECON DEV - SPONSORSHIP		\$100.00	\$5,000.00	\$4,900.00	2%	
ECONOMIC DEVELOPMENT	1-4-1950-2035	ECON DEV - TRAINING CONFERENCE		\$4,432.11	\$6,000.00	\$1,567.89	74%	
ECONOMIC DEVELOPMENT	1-4-1950-2049	ECON DEV - CELL PHONES		\$1,154.10	\$1,250.00	\$95.90	92%	
ECONOMIC DEVELOPMENT	1-4-1950-2050	ECON DEV - TELEPHONE		\$105.48	\$300.00	\$194.52	35%	
ECONOMIC DEVELOPMENT	1-4-1950-2125	ECON DEV - SUPPLIES		\$379.80	\$1,000.00	\$620.20	38%	
ECONOMIC DEVELOPMENT	1-4-1950-2130	ECON DEV - COMPUTER EXPENSE		\$358.30	\$1,150.00	\$791.70	31%	
ECONOMIC DEVELOPMENT	1-4-1950-2140	ECON DEV - PHOTOCOPIER		\$721.59	\$2,000.00	\$1,278.41	36%	
ECONOMIC DEVELOPMENT	1-4-1950-2300	ECON DEV - ADVERTISING		\$6,482.39	\$22,000.00	\$15,517.61	29%	
ECONOMIC DEVELOPMENT	1-4-1950-2410	ECON DEV - MEMBERSHIP FEES		\$1,577.24	\$1,500.00	-\$77.24	105%	
ECONOMIC DEVELOPMENT	1-4-1950-3702	ECON DEV - CIP IMPROVEMENT GRANT		\$16,029.22	\$30,000.00	\$13,970.78	53%	
ECONOMIC DEVELOPMENT	1-4-1950-3703	ECON DEV - CIP OPERATING EXPENSE		\$228.96	\$1,000.00	\$771.04	23%	
ECONOMIC DEVELOPMENT	1-4-1950-4102	ECON DEV - TREE PROGRAM		\$2,898.59	\$5,000.00	\$2,101.41	58%	
ECONOMIC DEVELOPMENT	1-5-1950-8000	CAPITAL - ECONOMIC DEVELOPMENT	WEBSTE	\$4,655.52	\$15,000.00	\$10,344.48	31%	
FIRE	1-4-2000-1225	FIRE - INSURANCE		\$79,004.89	\$54,721.00	-\$24,283.89	144%	Insurance costs to be reviewed for 2025.
FIRE	1-3-2000-7200	FIRE - BURN PERMITS		-\$2,800.00	-\$3,000.00	-\$200.00	93%	
FIRE	1-3-2000-7206	FIRE - MANDATORY INSPECTIONS		-\$1,700.00	-\$6,000.00	-\$4,300.00	28%	
FIRE	1-3-2000-7230	FIRE - FEES FROM RESIDENTS		-\$1,442.88	-\$30,000.00	-\$28,557.12	5%	
FIRE	1-3-2000-7231	FIRE - FEES OTHER MUNICIPALITIES		\$0.00	-\$10,000.00	-\$10,000.00	0%	
FIRE	1-3-2000-7233	FIRE - REVENUES MTO CLAIMS		-\$23,935.92	-\$27,000.00	-\$3,064.08	89%	
FIRE	1-3-2000-7710	FIRE - FACILITY RENTALS		-\$5,288.00	-\$2,500.00	\$2,788.00	212%	
FIRE	1-3-2000-7850	FIRE - SALE OF EQUIPMENT		\$0.00	-\$20,000.00	-\$20,000.00	0%	
FIRE	1-3-2000-8001	FIRE - TRANSFER FROM RESERVES		\$0.00	-\$30,000.00	-\$30,000.00	0%	
FIRE	1-4-2000-1010	FIRE - WAGES		\$134,265.78	\$178,787.00	\$44,521.22	75%	
FIRE	1-4-2000-1015	FIRE - PART-TIME WAGES		\$149,890.23	\$251,000.00	\$101,109.77	60%	
FIRE	1-4-2000-1110	FIRE - EMPLOYEE BENEFITS		\$44,297.60	\$47,695.00	\$3,397.40	93%	
FIRE	1-4-2000-1500	FIRE - LOAN PAYMENT VEHICLES		\$130,983.79	\$265,067.00	\$134,083.21	49%	
FIRE	1-4-2000-1510	FIRE - LOAN PAYMENT SCBA EQUIPMENT		\$13,991.51	\$27,800.00	\$13,808.49	50%	
FIRE	1-4-2000-2021	FIRE - PERSONAL PROTECTIVE EQUIP		\$22,493.71	\$35,000.00	\$12,506.29	64%	
FIRE	1-4-2000-2025	FIRE - MILEAGE & TRAVEL		\$3,192.84	\$1,000.00	-\$2,192.84	319%	
FIRE	1-4-2000-2026	FIRE - MEETING		\$1,825.23	\$2,000.00	\$174.77	91%	
FIRE	1-4-2000-2039	FIRE - RESPONSE EXPENSES		\$6,797.25	\$2,500.00	-\$4,297.25	272%	
FIRE	1-4-2000-2040	FIRE - TRAINING		\$19,480.93	\$26,000.00	\$6,519.07	75%	
FIRE	1-4-2000-2041	FIRE - Prevention		\$4,140.44	\$5,000.00	\$859.56	83%	
FIRE	1-4-2000-2048	FIRE - DISPATCH SERVICE		\$27,236.08	\$52,480.00	\$25,243.92	52%	
FIRE	1-4-2000-2049	FIRE - CELL PHONES		\$3,854.82	\$6,000.00	\$2,145.18	64%	
FIRE	1-4-2000-2050	FIRE - TELEPHONE		\$956.97	\$2,000.00	\$1,043.03	48%	
FIRE	1-4-2000-2051	FIRE - COURIER		\$328.02	\$2,500.00	\$2,171.98	13%	
FIRE	1-4-2000-2055	FIRE - ENBRIDGE		\$3,540.83	\$5,500.00	\$1,959.17	64%	
FIRE	1-4-2000-2056	FIRE - HYDRO		\$11,557.00	\$22,000.00	\$10,443.00	53%	
FIRE	1-4-2000-2057	FIRE - WATER/SEWER		\$2,558.93	\$2,000.00	-\$558.93	128%	
FIRE	1-4-2000-2065	FIRE - FURNACE OIL/PROPANE		\$6,855.96	\$8,000.00	\$1,144.04	86%	
FIRE	1-4-2000-2079	FIRE - FIRST AID MATERIALS		\$173.25	\$2,500.00	\$2,326.75	7%	
FIRE	1-4-2000-2102	FIRE - TRAINING PROPERTY RENTAL		-\$873.80	\$2,238.00	\$3,111.80	-39%	\$2,000 to be reallocated to revenue.
FIRE	1-4-2000-2110	FIRE - TOOLS/EQUIPMENT REPLACEMENT		\$223.77	\$9,000.00	\$8,776.23	2%	
FIRE	1-4-2000-2111	FIRE - UNIFORMS		\$11,171.62	\$9,000.00	-\$2,171.62	124%	
FIRE	1-4-2000-2112	FIRE - NEW EQUIPMENT		\$11,549.61	\$15,000.00	\$3,450.39	77%	
FIRE	1-4-2000-2120	FIRE - OFFICE SUPPLIES		\$301.90	\$250.00	-\$51.90	121%	
FIRE	1-4-2000-2124	FIRE - JANITORIAL-HOUSEKEEPING		\$371.49	\$500.00	\$128.51	74%	
FIRE	1-4-2000-2125	FIRE - MATERIAL/SUPPLIES		\$9,600.14	\$4,000.00	-\$5,600.14	240%	

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
FIRE	1-4-2000-2130	FIRE - COMPUTER EQUIP & SUPPLIES		\$4,940.34	\$6,000.00	\$1,059.66	82%	
FIRE	1-4-2000-2131	FIRE - CLOUD HOSTING		\$3,794.39	\$4,200.00	\$405.61	90%	
FIRE	1-4-2000-2140	FIRE - PHOTOCOPIER EXPENSE		\$1,717.78	\$4,000.00	\$2,282.22	43%	
FIRE	1-4-2000-2150	FIRE - MAINTENANCE OF FIRE WELLS		\$0.00	\$1,000.00	\$1,000.00	0%	
FIRE	1-4-2000-2270	FIRE - FIRE FEES		\$10,917.27	\$30,000.00	\$19,082.73	36%	
FIRE	1-4-2000-2300	FIRE - ADVERTISING		\$0.00	\$1,500.00	\$1,500.00	0%	
FIRE	1-4-2000-2305	FIRE - RECOGNITION		\$243.41	\$4,000.00	\$3,756.59	6%	
FIRE	1-4-2000-2366	FIRE - BUILDING MAINTENANCE/SUPPLIES		\$12,805.86	\$13,000.00	\$194.14	99%	
FIRE	1-4-2000-2367	FIRE - RADIO LICENCES		\$7,577.47	\$5,000.00	-\$2,577.47	152%	
FIRE	1-4-2000-2368	FIRE - EQUIPMENT MAINTENANCE		\$10,902.21	\$25,000.00	\$14,097.79	44%	
FIRE	1-4-2000-2369	FIRE - PPE MAINTENANCE		\$11,365.05	\$13,000.00	\$1,634.95	87%	
FIRE	1-4-2000-2399	FIRE - VEHICLE MAINTENANCE		\$100,630.81	\$50,000.00	-\$50,630.81	201%	
FIRE	1-4-2000-2400	FIRE - GAS/OIL/DIESEL		\$22,233.76	\$19,000.00	-\$3,233.76	117%	
FIRE	1-4-2000-2410	FIRE - ASSOCIATION & MEMBERSHIP FEES		\$369.81	\$2,000.00	\$1,630.19	18%	
FIRE	1-4-2000-3010	FIRE - EQUIPMENT LEASING		\$16,404.93	\$45,000.00	\$28,595.07	36%	
FIRE	1-4-2000-5010	FIRE - GENERAL EXPENSES		\$37.71	\$800.00	\$762.29	5%	
FIRE	1-4-2000-7200	FIRE - BURN PERMIT EXPENSE		\$0.00	\$2,000.00	\$2,000.00	0%	
FIRE	1-5-2000-8000	CAPITAL - FIRE DEPARTMENT	STATIO	\$11,454.29	\$30,000.00	\$18,545.71	38%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	PUMPER	\$0.00	\$800,000.00	\$800,000.00	0%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #36	\$0.00	\$380,000.00	\$380,000.00	0%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #49	\$50,935.33	\$48,000.00	-\$2,935.33	106%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #60	\$50,976.92	\$48,000.00	-\$2,976.92	106%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #72	\$0.00	\$380,000.00	\$380,000.00	0%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #75	\$50,976.92	\$50,000.00	-\$976.92	102%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	TRACK	\$0.00	\$15,000.00	\$15,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	CLDPTC	\$0.00	\$52,000.00	\$52,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	DUMP	\$15,599.82	\$15,000.00	-\$599.82	104%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	LAWN	\$0.00	\$12,000.00	\$12,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	SNWBLR	\$0.00	\$5,000.00	\$5,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	TRIM	\$0.00	\$500.00	\$500.00	0%	
OTHER SERVICES	1-4-2260-1015	CROSSING GUARD - PART-TIME WAGES		\$4,462.21	\$7,374.00	\$2,911.79	61%	
OTHER SERVICES	1-4-2260-1110	CROSSING GUARD BENEFITS		\$488.49	\$996.00	\$507.51	49%	
OTHER SERVICES	1-4-2300-2024	AMBULANCE - OPERATING COSTS		\$775.42	\$3,000.00	\$2,224.58	26%	
OTHER SERVICES	1-4-2600-2710	TRANSFER TO RRCA		\$40,610.25	\$114,606.00	\$73,995.75	35%	
OTHER SERVICES	1-4-2600-2715	TRANSFER TO SNRCA		\$11,064.00	\$16,595.00	\$5,531.00	67%	
PUBLIC WORKS	1-4-4020-1225	LF - INSURANCE		\$13,017.73	\$11,606.00	-\$1,411.73	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-3-3000-3020	ROADS - AGGREGATE RESOURCES		-\$5,885.38	-\$10,000.00	-\$4,114.62	59%	
PUBLIC WORKS	1-3-3000-5015	ROADS - OCIF FUNDING		-\$538,910.00	-\$646,692.00	-\$107,782.00	83%	
PUBLIC WORKS	1-3-3000-5089	ROADS - CCBF formerly FEDERAL GAS TAX		-\$159,071.29	-\$334,548.00	-\$175,476.71	48%	
PUBLIC WORKS	1-3-3000-7121	ROADS - PERMIT FEES		-\$13,422.20	-\$500.00	\$12,922.20	2684%	Revenue from new online permit system. Revenue will be updated in the 2025 budget.
PUBLIC WORKS	1-3-3000-7504	ROADS - STUDENT GRANTS		\$0.00	-\$34,720.00	-\$34,720.00	0%	Did not receive a grant for 2024.
PUBLIC WORKS	1-3-3000-7911	ROADS - RECOVERABLE		-\$24,925.68	-\$12,000.00	\$12,925.68	208%	
PUBLIC WORKS	1-3-3000-8001	ROADS - TRANSFER FROM RESERVES		\$0.00	-\$1,377,000.00	-\$1,377,000.00	0%	
PUBLIC WORKS	1-3-3000-8100	ROADS - FINANCE CAPITAL PURCHASES		\$0.00	-\$1,580,000.00	-\$1,580,000.00	0%	
PUBLIC WORKS	1-3-4020-7400	LF - LANDFILL SITE REVENUES		-\$1,180.98	-\$5,000.00	-\$3,819.02	24%	
PUBLIC WORKS	1-3-4020-7401	LF - GARBAGE & RECYCLING CHARGES ON TAX		-\$817,410.00	-\$815,000.00	\$2,410.00	100%	
PUBLIC WORKS	1-3-4020-7402	LF - GARBAGE BAG TAGS & BLUE BOXES		-\$7,239.00	-\$5,000.00	\$2,239.00	145%	
PUBLIC WORKS	1-3-4020-7403	LF - LAFLECHE - COMMERCIAL PORTION		\$0.00	-\$8,000.00	-\$8,000.00	0%	
PUBLIC WORKS	1-3-4020-7404	LF - MHSW - MUN HAZ SPECIAL WASTE		-\$1,234.62	-\$15,000.00	-\$13,765.38	8%	



**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-3-4020-7405	LF - FUEL SURCHARGE REVENUE		\$0.00	-\$500.00	-\$500.00	0%	
PUBLIC WORKS	1-3-4020-7503	LF - GRANTS		\$0.00	-\$2,000.00	-\$2,000.00	0%	
PUBLIC WORKS	1-3-4020-8001	LF - TRANSFER FROM RESERVES		\$0.00	-\$90,000.00	-\$90,000.00	0%	
PUBLIC WORKS	1-3-4030-3000	RARE - WAGE SUBSIDY		\$0.00	-\$2,000.00	-\$2,000.00	0%	
PUBLIC WORKS	1-3-4030-7419	RARE - LCBO BOTTLE DEPOSIT		-\$17,215.40	-\$22,000.00	-\$4,784.60	78%	
PUBLIC WORKS	1-3-4030-7422	RARE - TUBS & LIDS 3 TO 7		\$0.02	-\$3,760.00	-\$3,760.02	0%	
PUBLIC WORKS	1-3-4030-7423	RARE - OTHER REVENUE		-\$11,086.75	-\$500.00	\$10,586.75	2217%	
PUBLIC WORKS	1-3-4030-7424	RARE - ALUMINIUM		\$0.00	-\$25,000.00	-\$25,000.00	0%	
PUBLIC WORKS	1-3-4030-7425	RARE - METAL		-\$11,595.15	-\$8,400.00	\$3,195.15	138%	
PUBLIC WORKS	1-3-4030-7428	RARE - PLASTIC HDPE#2		-\$4,080.44	-\$10,000.00	-\$5,919.56	41%	
PUBLIC WORKS	1-3-4030-7429	RARE - PET #1		-\$14,242.65	-\$20,000.00	-\$5,757.35	71%	
PUBLIC WORKS	1-3-4030-7430	RARE - CARDBOARD		-\$61,809.69	-\$90,000.00	-\$28,190.31	69%	
PUBLIC WORKS	1-3-4030-7431	RARE - MIXED PLASTICS 1 TO 7		\$0.00	-\$1,400.00	-\$1,400.00	0%	
PUBLIC WORKS	1-3-4030-7432	RARE - NEWSPRINT #8		-\$5,523.55	-\$15,000.00	-\$9,476.45	37%	
PUBLIC WORKS	1-3-4030-7433	RARE - OFFICE MIX		\$0.00	-\$1,600.00	-\$1,600.00	0%	
PUBLIC WORKS	1-3-4030-7503	RARE - GRANTS		-\$166,536.39	-\$307,000.00	-\$140,463.61	54%	
PUBLIC WORKS	1-3-4031-7753	LARGE ITEM PICKUP - OTHER REVENUE		-\$2,365.92	-\$2,239.00	\$126.92	106%	
PUBLIC WORKS	1-3-9300-4900	WATER - DOMESTIC - ALEXANDRIA		-\$1,004,095.63	-\$1,808,660.00	-\$804,564.37	56%	
PUBLIC WORKS	1-3-9300-4903	WATER-GLEN ROBERTSON		-\$36,971.42	-\$43,060.00	-\$6,088.58	86%	
PUBLIC WORKS	1-3-9300-4905	WATER - PENALTY & INTEREST		-\$13,651.02	-\$20,000.00	-\$6,348.98	68%	
PUBLIC WORKS	1-3-9300-4906	WATER-OTHER INCOME		-\$15,931.84	-\$10,000.00	\$5,931.84	159%	
PUBLIC WORKS	1-3-9300-4908	WATER - DOMESTIC - MAXVILLE		-\$203,769.37	-\$244,800.00	-\$41,030.63	83%	
PUBLIC WORKS	1-3-9300-4909	WATER - COMMERCIAL - MAXVILLE		-\$64,887.14	-\$76,500.00	-\$11,612.86	85%	
PUBLIC WORKS	1-3-9300-4940	SEWER FEES - ALEXANDRIA		-\$692,202.48	-\$979,761.00	-\$287,558.52	71%	
PUBLIC WORKS	1-3-9300-4941	SEWER FEES - MAXVILLE		-\$133,595.85	-\$175,681.00	-\$42,085.15	76%	
PUBLIC WORKS	1-3-9300-4951	WATER/SEWER CONNECTION FEES		-\$21,000.00	-\$20,000.00	\$1,000.00	105%	
PUBLIC WORKS	1-3-9300-4961	USER FEES - WETLANDS CAPITAL RECOVERY		-\$8,817.78	-\$15,000.00	-\$6,182.22	59%	
PUBLIC WORKS	1-3-9300-4971	WATER -HYDRANT RENTAL		\$0.00	-\$20,000.00	-\$20,000.00	0%	
PUBLIC WORKS	1-3-9400-8001	NGS - TRANSFER FROM RESERVES		\$0.00	-\$583,149.00	-\$583,149.00	0%	
PUBLIC WORKS	1-4-3011-4010	BRIDGES - CONTRACTED SEVICES		\$4,579.20	\$6,000.00	\$1,420.80	76%	
PUBLIC WORKS	1-4-3012-2125	RD MTCE - MATERIALS/SUPPLIES		\$17,162.80	\$25,000.00	\$7,837.20	69%	
PUBLIC WORKS	1-4-3012-2325	RD MTCE - BEAUTIFICATION		\$3,051.85	\$7,000.00	\$3,948.15	44%	
PUBLIC WORKS	1-4-3012-4110	RD MTCE - BRUSHING & TRIMMING		\$2,465.88	\$5,000.00	\$2,534.12	49%	
PUBLIC WORKS	1-4-3012-4300	RD MTCE - CATCH BASINS AND CURBS		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-3012-4350	RD MTCE - DEBRIS/ LITTER PICK UP		\$198.38	\$1,000.00	\$801.62	20%	
PUBLIC WORKS	1-4-3012-4351	RD MTCE - TOP SOIL		\$2,114.06	\$1,000.00	-\$1,114.06	211%	
PUBLIC WORKS	1-4-3035-2125	SIDEWK - MATERIALS/SUPPLIES		\$730.58	\$7,500.00	\$6,769.42	10%	
PUBLIC WORKS	1-4-3035-4010	SIDEWK - CONTRACTED SERVICES		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-3045-2125	LSTOP - MATERIALS/SUPPLIES		\$0.00	\$4,000.00	\$4,000.00	0%	
PUBLIC WORKS	1-4-3045-5205	LSTOP - DUST LAYER		\$181,439.04	\$190,000.00	\$8,560.96	95%	
PUBLIC WORKS	1-4-3046-5190	HRDTP MTCE - PATCHING AND WASHOUTS		\$12,393.11	\$14,000.00	\$1,606.89	89%	
PUBLIC WORKS	1-4-3046-5191	HRDTP MTCE - BRUSHING AND DITCHING		\$25,719.84	\$20,000.00	-\$5,719.84	129%	
PUBLIC WORKS	1-4-3046-5194	HRDTP MTCE - SWEEPING AND CLEANING		\$990.00	\$10,000.00	\$9,010.00	10%	
PUBLIC WORKS	1-4-3055-2125	PLOWING/SALTING - MATERIALS/SUPPLIES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-3055-4010	PLOWING/SALTING - CONTRACTED SERVICES		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-3055-5125	PLOWING/SALTING - SALT		\$33,359.68	\$92,820.00	\$59,460.32	36%	
PUBLIC WORKS	1-4-3055-5126	PLOWING/SALTING - STONE DUST		\$0.00	\$71,400.00	\$71,400.00	0%	
PUBLIC WORKS	1-4-3056-2125	SNOW REMOVAL - MATERIALS/SUPPLIES		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-3056-4010	SNOW REMOVAL - CONTRACTED SERVICES		\$31,337.06	\$70,000.00	\$38,662.94	45%	
PUBLIC WORKS	1-4-3060-2125	S.S. - MATERIALS/SUPPLIES		\$0.00	\$2,500.00	\$2,500.00	0%	
PUBLIC WORKS	1-4-3060-4010	S.S. - CONTRACTED SERVICES		\$3,185.09	\$20,000.00	\$16,814.91	16%	

**2024 Variance Report**  
**As at September 30, 2024**

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-3061-2125	S.D. - MATERIALS/SUPPLIES		\$15,664.37	\$10,000.00	-\$5,664.37	157%	
PUBLIC WORKS	1-4-3061-3010	S.D. - EQUIPMENT RENTALS		\$23,189.32	\$40,000.00	\$16,810.68	58%	
PUBLIC WORKS	1-4-3062-2056	ST. LIGHTS - HYDRO		\$49,783.36	\$73,500.00	\$23,716.64	68%	
PUBLIC WORKS	1-4-3062-2368	ST. LIGHTS - EQUIPMENT MAINTENANCE		\$6,511.90	\$5,000.00	-\$1,511.90	130%	Increase in reports of burnt streetlights.
PUBLIC WORKS	1-4-3062-5010	ST. LIGHTS - X-MAS DECORATION		\$712.32	\$2,300.00	\$1,587.68	31%	
PUBLIC WORKS	1-4-3101-1010	ROADS - WAGES - FULL TIME		\$714,694.32	\$1,023,565.00	\$308,870.68	70%	
PUBLIC WORKS	1-4-3101-1015	ROADS - PART TIME WAGES		\$85,339.34	\$116,562.00	\$31,222.66	73%	
PUBLIC WORKS	1-4-3101-1035	ROADS - OVERTIME		\$60,328.10	\$85,000.00	\$24,671.90	71%	
PUBLIC WORKS	1-4-3101-1110	ROADS - BENEFITS		\$257,696.03	\$369,667.00	\$111,970.97	70%	
PUBLIC WORKS	1-4-3101-1502	ROADS - LTD FINANCE CHARGES		\$39,343.98	\$101,695.00	\$62,351.02	39%	
PUBLIC WORKS	1-4-3101-2020	ROADS - HEALTH & SAFETY		\$879.27	\$2,500.00	\$1,620.73	35%	
PUBLIC WORKS	1-4-3101-2021	ROADS - WORK BOOTS & CLOTHING		\$7,167.64	\$9,600.00	\$2,432.36	75%	
PUBLIC WORKS	1-4-3101-2025	ROADS - MILEAGE & TRAVEL		\$582.97	\$500.00	-\$82.97	117%	
PUBLIC WORKS	1-4-3101-2026	ROADS - MEETING ATTENDANCE		\$0.00	\$120.00	\$120.00	0%	
PUBLIC WORKS	1-4-9400-1225	NGS - INSURANCE		\$20,853.49	\$18,592.00	-\$2,261.49	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-3101-2035	ROADS - CONFERENCES/WORKSHOPS/TRAINING		\$17,198.86	\$20,000.00	\$2,801.14	86%	
PUBLIC WORKS	1-4-3101-2049	ROADS - CELL PHONES		\$12,061.96	\$11,000.00	-\$1,061.96	110%	
PUBLIC WORKS	1-4-3101-2050	ROADS - TELEPHONE		\$1,931.49	\$3,000.00	\$1,068.51	64%	
PUBLIC WORKS	1-4-3101-2051	ROADS - COURIER		\$954.03	\$1,000.00	\$45.97	95%	
PUBLIC WORKS	1-4-3101-2055	ROADS - ENBRIDGE		\$8,906.20	\$17,000.00	\$8,093.80	52%	
PUBLIC WORKS	1-4-3101-2056	ROADS - HYDRO		\$13,143.59	\$20,000.00	\$6,856.41	66%	
PUBLIC WORKS	1-4-3101-2057	ROADS - WATER/SEWER		\$746.12	\$1,300.00	\$553.88	57%	
PUBLIC WORKS	1-4-3101-2065	ROADS - OIL FURNACE		\$6,178.66	\$11,000.00	\$4,821.34	56%	
PUBLIC WORKS	1-4-3101-2110	ROADS - TOOLS		\$1,645.22	\$10,000.00	\$8,354.78	16%	
PUBLIC WORKS	1-4-3101-2120	ROADS - OFFICE SUPPLIES		\$3,040.72	\$2,000.00	-\$1,040.72	152%	
PUBLIC WORKS	1-4-3101-2124	ROADS - JANITORIAL/HOUSEKEEPING SUPPLIES		\$138.77	\$500.00	\$361.23	28%	
PUBLIC WORKS	1-4-3101-2125	ROADS - MATERIAL/SUPPLIES		\$14,375.79	\$33,000.00	\$18,624.21	44%	
PUBLIC WORKS	1-4-3101-2130	ROADS - COMPUTER FEES & EQUIPMENT		\$4,990.04	\$14,831.00	\$9,840.96	34%	
PUBLIC WORKS	1-4-3101-2131	ROADS - COMPUTER HOSTING FEES		\$22,504.79	\$30,000.00	\$7,495.21	75%	
PUBLIC WORKS	1-4-3101-2210	ROADS - LEGAL FEES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-3101-2300	ROADS - ADVERTISING		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-3101-2325	ROADS - PUBLICITY & PROMOTION		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-3101-2366	ROADS - BUILDING MAINTENANCE/SUPPLIES		\$8,113.59	\$10,000.00	\$1,886.41	81%	
PUBLIC WORKS	1-4-3101-2368	ROADS - EQUIPMENT MAINTENANCE		\$167,085.81	\$170,000.00	\$2,914.19	98%	
PUBLIC WORKS	1-4-3101-2370	ROADS - TRUCK LICENCING		\$16,623.75	\$19,500.00	\$2,876.25	85%	
PUBLIC WORKS	1-4-3101-2400	ROADS - GAS/OIL/DIESEL		\$141,518.13	\$241,658.00	\$100,139.87	59%	
PUBLIC WORKS	1-4-3101-2410	ROADS - ASSOC & MEMBERSHIP FEES		\$2,560.12	\$2,000.00	-\$560.12	128%	Paid at the beginning of the year.
PUBLIC WORKS	1-4-3101-4002	ROADS - CENTRE LINE PAINTING		\$0.00	\$15,000.00	\$15,000.00	0%	
PUBLIC WORKS	1-4-3101-4010	ROADS - CONTRACT/CONTRACTED SERVICES		\$824.26	\$35,600.00	\$34,775.74	2%	
PUBLIC WORKS	1-4-3101-4105	ROADS - WEED CONTROL		\$224.48	\$10,000.00	\$9,775.52	2%	
PUBLIC WORKS	1-4-4010-4010	WASTE - CONTRACT/CONTRACTED SERVICES		\$184,308.17	\$317,436.00	\$133,127.83	58%	
PUBLIC WORKS	1-4-4010-4011	WASTE - RECYLING CONTRACTED SERVICES		\$113,277.61	\$200,215.00	\$86,937.39	57%	
PUBLIC WORKS	1-4-4020-1015	LF - PART-TIME WAGES		\$16,800.30	\$17,484.00	\$683.70	96%	
PUBLIC WORKS	1-4-4020-1110	LF - BENEFITS		\$2,121.82	\$2,362.00	\$240.18	90%	
PUBLIC WORKS	1-4-9400-2027	NGS - INSURANCE CLAIMS		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-4020-2013	LF - COVER MATERIAL		\$1,386.48	\$5,000.00	\$3,613.52	28%	
PUBLIC WORKS	1-4-4020-2015	LF - PROPERTY TAXES		\$0.00	\$16,000.00	\$16,000.00	0%	
PUBLIC WORKS	1-4-4020-2021	LF - CLOTHING ALLOWANCE		\$0.00	\$300.00	\$300.00	0%	
PUBLIC WORKS	1-4-4020-2024	LF - OPERATING MTCE. EXPENSE		\$23,153.39	\$20,000.00	-\$3,153.39	116%	
PUBLIC WORKS	1-4-4020-2049	LF - CELL PHONE		\$174.58	\$600.00	\$425.42	29%	
PUBLIC WORKS	1-4-4020-2056	LF - HYDRO		\$1,937.15	\$2,500.00	\$562.85	77%	

**2024 Variance Report**  
**As at September 30, 2024**

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-4020-2161	LF - COMPACTOR EXPENSE		\$3,842.76	\$5,000.00	\$1,157.24	77%	
PUBLIC WORKS	1-4-4020-2187	LF - WASTE ACCEPTANCE FEES - LAFLECHE		\$101,277.82	\$170,451.00	\$69,173.18	59%	
PUBLIC WORKS	1-4-4020-2223	LF - CONSULTING FEES		\$56,475.20	\$65,000.00	\$8,524.80	87%	
PUBLIC WORKS	1-4-4020-2300	LF - ADVERTISING/EDUCATION		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4020-2368	LF - EQUIPMENT MAINTENANCE		\$0.00	\$1,500.00	\$1,500.00	0%	
PUBLIC WORKS	1-4-4020-2400	LF - GAS/OIL/DIESEL		\$471.47	\$700.00	\$228.53	67%	
PUBLIC WORKS	1-4-4020-2410	LF - ASSOCIATION FEES		\$0.00	\$800.00	\$800.00	0%	
PUBLIC WORKS	1-4-4020-2540	LF - SAMPLING AND MONITORING		\$2,052.70	\$25,675.00	\$23,622.30	8%	
PUBLIC WORKS	1-4-4020-4023	LF - HOUSEHOLD HAZARDOUS WASTE DAY		\$5,438.09	\$60,000.00	\$54,561.91	9%	
PUBLIC WORKS	1-4-4020-4029	LF - NG COMMUNITY CLEAN-UP DAY		\$20,771.78	\$10,000.00	-\$10,771.78	208%	
PUBLIC WORKS	1-4-4020-9000	LF - TRANSFER TO RESERVES		\$0.00	\$50,000.00	\$50,000.00	0%	
PUBLIC WORKS	1-4-4030-1010	RARE - WAGES		\$167,832.01	\$233,265.00	\$65,432.99	72%	
PUBLIC WORKS	1-4-4030-1015	RARE - PART TIME WAGES		\$95,687.10	\$105,178.00	\$9,490.90	91%	
PUBLIC WORKS	1-4-4030-1110	RARE - BENEFITS		\$76,427.11	\$95,129.00	\$18,701.89	80%	
PUBLIC WORKS	1-4-9300-1225	NGWT-INSURANCE		\$39,539.97	\$35,252.00	-\$4,287.97	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-4030-2015	RARE - PROPERTY TAXES		\$0.00	\$12,750.00	\$12,750.00	0%	
PUBLIC WORKS	1-4-4030-2020	RARE - HEALTH & SAFETY		\$1,310.39	\$1,500.00	\$189.61	87%	
PUBLIC WORKS	1-4-4030-2021	RARE - WORK BOOTS & CLOTHING		\$673.96	\$2,000.00	\$1,326.04	34%	
PUBLIC WORKS	1-4-4030-2024	RARE - GARBAGE & SNOW REMOVAL		\$2,540.00	\$16,000.00	\$13,460.00	16%	
PUBLIC WORKS	1-4-4030-2025	RARE - MILEAGE & TRAVEL		\$0.00	\$300.00	\$300.00	0%	
PUBLIC WORKS	1-4-4030-2026	RARE - MEETING ATTENDANCE		\$0.00	\$250.00	\$250.00	0%	
PUBLIC WORKS	1-4-4030-2035	RARE - CONFERENCES/WORKSHOPS/TRAINING		\$2,916.66	\$2,000.00	-\$916.66	146%	
PUBLIC WORKS	1-4-4030-2049	RARE - CELL PHONE		\$287.33	\$1,800.00	\$1,512.67	16%	
PUBLIC WORKS	1-4-4030-2050	RARE - TELEPHONE		\$414.81	\$850.00	\$435.19	49%	
PUBLIC WORKS	1-4-4030-2055	RARE - ENBRIDGE		\$2,725.53	\$5,000.00	\$2,274.47	55%	
PUBLIC WORKS	1-4-4030-2056	RARE - HYDRO		\$9,371.23	\$18,000.00	\$8,628.77	52%	
PUBLIC WORKS	1-4-4030-2057	RARE - WATER/SEWER		\$856.49	\$1,200.00	\$343.51	71%	
PUBLIC WORKS	1-4-4030-2100	RARE - POSTAGE		\$0.00	\$100.00	\$100.00	0%	
PUBLIC WORKS	1-4-4030-2110	RARE - TOOLS		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2120	RARE - OFFICE SUPPLIES		\$101.85	\$500.00	\$398.15	20%	
PUBLIC WORKS	1-4-4030-2124	RARE - HOUSEKEEPING & JANITORIAL SUPPLIE		\$395.04	\$600.00	\$204.96	66%	
PUBLIC WORKS	1-4-4030-2125	RARE - WIRE MATERIAL		\$2,966.09	\$7,500.00	\$4,533.91	40%	
PUBLIC WORKS	1-4-4030-2130	RARE - COMPUTER EXPENSE		\$983.20	\$780.00	-\$203.20	126%	
PUBLIC WORKS	1-4-4030-2140	RARE - PHOTOCOPIER EXPENSE		\$105.16	\$1,200.00	\$1,094.84	9%	
PUBLIC WORKS	1-4-4030-2155	RARE - REPAIRS - MAGNETIC SEPARATOR		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2156	RARE - REPAIRS - CONVEYOR		\$0.00	\$3,000.00	\$3,000.00	0%	
PUBLIC WORKS	1-4-4030-2157	RARE - REPAIRS - BOBCAT		\$1,088.97	\$1,500.00	\$411.03	73%	
PUBLIC WORKS	1-4-4030-2159	RARE - REPAIRS - VANS		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-2160	RARE - REPAIRS - BALER		\$1,449.20	\$2,000.00	\$550.80	72%	
PUBLIC WORKS	1-4-4030-2165	RARE - BALLISTIC/OCC HT STORAGE		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-2210	RARE - LEGAL FEES		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2223	RARE - CONSULTING FEES		\$810.00	\$2,000.00	\$1,190.00	41%	
PUBLIC WORKS	1-4-4030-2300	RARE - ADVERTISING		\$62.50	\$1,200.00	\$1,137.50	5%	
PUBLIC WORKS	1-4-4030-2325	RARE - PUBLICITY & PROMOTION		\$1,998.36	\$3,000.00	\$1,001.64	67%	
PUBLIC WORKS	1-4-4030-2366	RARE - BUILDING/ MAINTENANCE/SUPPLIES		\$3,461.08	\$6,000.00	\$2,538.92	58%	
PUBLIC WORKS	1-4-4030-2367	RARE - SHOP EQUIPMENT INVENTORY		\$0.00	\$4,500.00	\$4,500.00	0%	
PUBLIC WORKS	1-4-4030-2370	RARE - TRUCK LICENCING		\$0.00	\$150.00	\$150.00	0%	
PUBLIC WORKS	1-4-4030-2399	RARE - VEHICLE MAINTENANCE		\$282.33	\$1,000.00	\$717.67	28%	
PUBLIC WORKS	1-4-4030-2400	RARE - GAS/OIL/DIESEL		\$2,346.36	\$4,500.00	\$2,153.64	52%	
PUBLIC WORKS	1-4-4030-2410	RARE - ASSOC. & MEMBERSHIP FEES		\$582.00	\$1,000.00	\$418.00	58%	
PUBLIC WORKS	1-4-4030-2511	RARE - TRANSPORTATION		\$0.00	\$1,000.00	\$1,000.00	0%	

## 2024 Variance Report As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-4030-2520	RARE - WEIGHING CHARGES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-3010	RARE - EQUIPMENT RENTAL/LEASING		\$23,880.42	\$32,000.00	\$8,119.58	75%	
PUBLIC WORKS	1-4-4030-3021	RARE - EQUIPMENT PURCHASES - OFFICE		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-5010	RARE - GENERAL EXPENSES		\$162.38	\$750.00	\$587.62	22%	
PUBLIC WORKS	1-4-4030-7430	RARE - PURCHASE - CARDBOARD		\$2,073.04	\$8,000.00	\$5,926.96	26%	
PUBLIC WORKS	1-4-4031-1015	LARGE ITEM PICKUP - PART TIME WAGES		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-4031-2020	LARGE ITEM PICKUP - HEALTH & SAFETY		\$0.00	\$150.00	\$150.00	0%	
PUBLIC WORKS	1-4-4031-2024	LARGE ITEM PICKUP - GARBAGE DISPOSAL		\$0.00	\$1,673.00	\$1,673.00	0%	
PUBLIC WORKS	1-4-4031-2125	LARGE ITEM PICKUP - MATERIALS/SUPPLIES		\$246.19	\$480.00	\$233.81	51%	
PUBLIC WORKS	1-4-4031-2400	LARGE ITEM PICKUP - GAS/DIESEL/OIL		\$734.24	\$442.00	-\$292.24	166%	
PUBLIC WORKS	1-4-9300-1010	NGWT-WAGES		\$268,815.74	\$280,717.00	\$11,901.26	96%	
PUBLIC WORKS	1-4-9300-1015	NGWT - PART TIME WAGES		\$691.89	\$5,961.00	\$5,269.11	12%	
PUBLIC WORKS	1-4-9300-1035	NGWT - OVERTIME		\$36,290.29	\$36,000.00	-\$290.29	101%	
PUBLIC WORKS	1-4-9300-1110	NGWT-BENEFITS		\$88,486.49	\$94,985.00	\$6,498.51	93%	
PUBLIC WORKS	1-4-9300-1210	NGWT-WSIB CLAIMS PAID		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-1225	RARE - INSURANCE		\$10,380.76	\$9,255.00	-\$1,125.76	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-9300-1500	NGWT - LTD MAXVILLE WATER PROJECT		\$217,047.12	\$433,316.00	\$216,268.88	50%	
PUBLIC WORKS	1-4-9300-2015	NGWT-MUNICIPAL TAXES		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-9300-2020	NGWT-HEALTH & SAFETY		\$0.00	\$2,400.00	\$2,400.00	0%	
PUBLIC WORKS	1-4-9300-2021	NGWT-WORK BOOTS & CLOTHING		\$64.53	\$3,240.00	\$3,175.47	2%	
PUBLIC WORKS	1-4-9300-2022	NGWT - PRESCRIPTION SAFETY GLASSES		\$0.00	\$750.00	\$750.00	0%	
PUBLIC WORKS	1-4-9300-2023	NGWT-BILLING OPERATING COSTS		\$659.64	\$1,500.00	\$840.36	44%	
PUBLIC WORKS	1-4-9300-2035	NGWT-CONFERENCES & WORKSHOPS		\$17,652.73	\$19,800.00	\$2,147.27	89%	
PUBLIC WORKS	1-4-9300-2037	NGWT-CERTIFICATE RENEWAL		\$1,672.36	\$2,200.00	\$527.64	76%	
PUBLIC WORKS	1-4-9300-2049	NGWT-CELL PHONES		\$3,651.85	\$5,000.00	\$1,348.15	73%	
PUBLIC WORKS	1-4-9300-2050	NGWT-TELEPHONE		\$3,033.76	\$4,200.00	\$1,166.24	72%	
PUBLIC WORKS	1-4-9300-2051	NGWT-COURIER		\$872.68	\$2,700.00	\$1,827.32	32%	
PUBLIC WORKS	1-4-9300-2055	NGWT-ENBRIDGE		\$6,757.90	\$10,000.00	\$3,242.10	68%	
PUBLIC WORKS	1-4-9300-2056	NGWT-HYDRO		\$44,803.89	\$67,500.00	\$22,696.11	66%	
PUBLIC WORKS	1-4-9300-2100	NGWT-POSTAGE		\$687.75	\$4,100.00	\$3,412.25	17%	
PUBLIC WORKS	1-4-9300-2110	NGWT-TOOLS		\$2,724.89	\$3,000.00	\$275.11	91%	
PUBLIC WORKS	1-4-9300-2114	NGWT-CHEMICALS		\$54,903.64	\$40,000.00	-\$14,903.64	137%	
PUBLIC WORKS	1-4-9300-2115	NGWT-COAGULENT		\$69,888.25	\$100,000.00	\$30,111.75	70%	
PUBLIC WORKS	1-4-9300-2116	NGWT-CHLORINE		\$27,443.06	\$27,500.00	\$56.94	100%	
PUBLIC WORKS	1-4-9300-2120	NGWT-OFFICE SUPPLIES		\$795.11	\$3,000.00	\$2,204.89	27%	
PUBLIC WORKS	1-4-9300-2125	NGWT-MATERIALS & SUPPLIES		\$11,775.11	\$13,000.00	\$1,224.89	91%	
PUBLIC WORKS	1-4-9300-2130	NGWT-COMPUTER SUPPLIES		\$4,843.44	\$6,500.00	\$1,656.56	75%	
PUBLIC WORKS	1-4-9300-2140	NGWT - PHOTOCOPIER EXPENSE		\$1,157.14	\$2,000.00	\$842.86	58%	
PUBLIC WORKS	1-4-9300-2162	NGWT - NW WATER METER/REPAIRS		\$821.46	\$2,000.00	\$1,178.54	41%	
PUBLIC WORKS	1-4-9300-2164	NGWT - WATER MAIN REPAIRS		\$52,546.73	\$120,000.00	\$67,453.27	44%	
PUBLIC WORKS	1-4-9300-2166	NGWT - FROZEN LINE REPAIRS		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9300-2201	NGWT-QMS AUDITING		\$1,941.58	\$7,000.00	\$5,058.42	28%	
PUBLIC WORKS	1-4-9300-2210	NGWT-LEGAL FEES		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-9300-2223	NGWT-CONSULTING FEES		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-9300-2300	NGWT-ADVERTISING		\$0.00	\$1,500.00	\$1,500.00	0%	
PUBLIC WORKS	1-4-9300-2366	NGWT-BUILDING MTCE/SUPPLIES		\$822.22	\$7,000.00	\$6,177.78	12%	
PUBLIC WORKS	1-4-9300-2368	NGWT-EQUIPMENT MTCE		\$51,425.43	\$45,000.00	-\$6,425.43	114%	
PUBLIC WORKS	1-4-9300-2370	NGWT - TRUCK LICENSING		\$159.15	\$1,000.00	\$840.85	16%	
PUBLIC WORKS	1-4-9300-2399	NGWT - VEHICLE MAINTENANCE		\$2,393.64	\$2,500.00	\$106.36	96%	
PUBLIC WORKS	1-4-9300-2400	NGWT-GAS/OIL/DIESEL		\$8,359.24	\$12,000.00	\$3,640.76	70%	
PUBLIC WORKS	1-4-9300-2410	NGWT-ASSOC. & MEMBERSHIP FEES		\$10.17	\$1,500.00	\$1,489.83	1%	

**2024 Variance Report**  
As at September 30, 2024

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-9300-2540	NGWT-SAMPLING		\$25,369.84	\$27,000.00	\$1,630.16	94%	
PUBLIC WORKS	1-4-9300-3010	NGWT-EQUIPMENT RENTAL		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9300-3753	NGWT - METER READING		\$15,446.72	\$15,000.00	-\$446.72	103%	
PUBLIC WORKS	1-4-9300-4010	NGWT-CONTRACTS/CONTRACTED SERVICES		\$3,002.93	\$6,500.00	\$3,497.07	46%	
PUBLIC WORKS	1-4-9300-4114	NGWT - LOCATES		\$3,318.98	\$12,000.00	\$8,681.02	28%	
PUBLIC WORKS	1-4-9300-5120	NGWT - SNOW REMOVAL		\$1,867.29	\$13,000.00	\$11,132.71	14%	
PUBLIC WORKS	1-4-9300-7997	NGWT-EMERGENCY PHONE SYSTEM		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-9300-9000	NGWT-TRANSFER TO RESERVES		\$0.00	\$46,899.00	\$46,899.00	0%	
PUBLIC WORKS	1-4-9400-1010	NGS - WAGES		\$97,716.90	\$187,145.00	\$89,428.10	52%	
PUBLIC WORKS	1-4-9400-1035	NGS - OVERTIME		\$18,111.58	\$24,000.00	\$5,888.42	75%	
PUBLIC WORKS	1-4-9400-1110	NGS - BENEFITS		\$41,383.96	\$63,323.00	\$21,939.04	65%	
PUBLIC WORKS	1-4-3101-2027	ROAD - INSURANCE CLAIMS		\$107.24	\$5,000.00	\$4,892.76	2%	
PUBLIC WORKS	1-4-9400-1515	NGS - LTD WETLANDS		\$12,807.06	\$26,640.00	\$13,832.94	48%	
PUBLIC WORKS	1-4-9400-2015	NGS - MUNICIPAL TAXES		\$0.00	\$8,000.00	\$8,000.00	0%	
PUBLIC WORKS	1-4-9400-2020	NGS - HEALTH & SAFETY		\$3,697.76	\$2,000.00	-\$1,697.76	185%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2021	NGS - WORK BOOTS & CLOTHING		\$2,163.27	\$2,240.00	\$76.73	97%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2023	NGS - BILLING OPERATING COSTS		\$529.92	\$2,000.00	\$1,470.08	26%	
PUBLIC WORKS	1-4-3101-1225	ROADS - INSURANCE		\$110,493.64	\$98,511.00	-\$11,982.64	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-9400-2035	NGS - CONFERENCE & WORKSHOPS		\$9,792.84	\$13,200.00	\$3,407.16	74%	
PUBLIC WORKS	1-4-9400-2037	NGS - LICENSE RENEWAL		\$1,095.00	\$1,000.00	-\$95.00	110%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2049	NGS - CELL PHONES		\$2,412.58	\$2,500.00	\$87.42	97%	
PUBLIC WORKS	1-4-9400-2050	NGS - TELEPHONE		\$2,322.93	\$4,000.00	\$1,677.07	58%	
PUBLIC WORKS	1-4-9400-2051	NGS - COURIER		\$1,018.03	\$1,800.00	\$781.97	57%	
PUBLIC WORKS	1-4-9400-2056	NGS - HYDRO		\$62,018.95	\$75,000.00	\$12,981.05	83%	
PUBLIC WORKS	1-4-9400-2110	NGS - TOOLS		\$410.56	\$1,000.00	\$589.44	41%	
PUBLIC WORKS	1-4-9400-2114	NGS - CHEMICALS		\$3,156.39	\$8,000.00	\$4,843.61	39%	
PUBLIC WORKS	1-4-9400-2115	NGS - COAGULENT		\$33,366.42	\$65,000.00	\$31,633.58	51%	
PUBLIC WORKS	1-4-9400-2116	NGS - CHLORINE		\$0.00	\$25,000.00	\$25,000.00	0%	
PUBLIC WORKS	1-4-9400-2120	NGS - OFFICE SUPPLIES		\$755.42	\$400.00	-\$355.42	189%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2125	NGS - MATERIALS/SUPPLIES		\$3,618.18	\$6,000.00	\$2,381.82	60%	
PUBLIC WORKS	1-4-9400-2130	NGS - COMPUTER SUPPLIES		\$1,333.31	\$1,000.00	-\$333.31	133%	
PUBLIC WORKS	1-4-9400-2131	NGS - COMPUTER HOSTING FEES		\$5,857.57	\$8,000.00	\$2,142.43	73%	
PUBLIC WORKS	1-4-9400-2140	NGS - PHOTOCOPIER EXPENSE		\$1,125.01	\$1,000.00	-\$125.01	113%	
PUBLIC WORKS	1-4-9400-2163	NGS - SEWER LINE REPAIRS		\$133,995.36	\$75,000.00	-\$58,995.36	179%	
PUBLIC WORKS	1-4-9400-2210	NGS - LEGAL FEES		\$0.00	\$5,000.00	\$5,000.00	0%	
PUBLIC WORKS	1-4-9400-2223	NGS - CONSULTING FEES		\$16,481.88	\$10,000.00	-\$6,481.88	165%	
PUBLIC WORKS	1-4-9400-2300	NGS-ADVERTISING		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9400-2366	NGS-BUILDING MTCE/SUPPLIES		\$154.67	\$5,000.00	\$4,845.33	3%	
PUBLIC WORKS	1-4-9400-2368	NGS-EQUIPMENT MTCE		\$13,304.24	\$35,000.00	\$21,695.76	38%	
PUBLIC WORKS	1-4-9400-2369	NGS-LAGOON MTCE		\$1,405.88	\$5,000.00	\$3,594.12	28%	
PUBLIC WORKS	1-4-9400-2370	NGS-TRUCK LICENCING		\$106.10	\$250.00	\$143.90	42%	
PUBLIC WORKS	1-4-9400-2399	NGS-VEHICLE MTCE		\$3,526.48	\$3,500.00	-\$26.48	101%	
PUBLIC WORKS	1-4-9400-2400	NGS-GAS/OIL/DIESEL		\$6,702.57	\$12,000.00	\$5,297.43	56%	
PUBLIC WORKS	1-4-9400-2410	NGS-ASSOC. & MEMBERSHIP FEES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9400-2540	NGS-SAMPLING		\$22,371.92	\$23,000.00	\$628.08	97%	
PUBLIC WORKS	1-4-9400-4010	NGS-CONTRACTS/CONTRACTED SERVICES		\$1,042.03	\$5,000.00	\$3,957.97	21%	
PUBLIC WORKS	1-4-9400-4100	NGS-GRASS CUTTING		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-9400-4114	NGS - LOCATES		\$9,958.98	\$10,000.00	\$41.02	100%	
PUBLIC WORKS	1-4-9400-5120	NGS - SNOW REMOVAL		\$3,052.80	\$13,000.00	\$9,947.20	23%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BR #1	\$0.00	\$110,000.00	\$110,000.00	0%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BR #23	\$9,746.07	\$15,000.00	\$5,253.93	65%	

**2024 Variance Report**  
**As at September 30, 2024**

Department	Account Code	Account Name	Cost Centre	Q3	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BR #59	\$0.00	\$1,200,000.00	\$1,200,000.00	0%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BRIDGE	\$3,871.98	\$100,000.00	\$96,128.02	4%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	BLDG	\$0.00	\$20,000.00	\$20,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	CULVRT	\$0.00	\$50,000.00	\$50,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	GDH	\$0.00	\$5,000.00	\$5,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	GEOTEK	\$7,521.85	\$10,000.00	\$2,478.15	75%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	GRAVEL	\$6,484.88	\$420,000.00	\$413,515.12	2%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	INDUST	\$0.00	\$5,000.00	\$5,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	LOCHL	\$46,273.36	\$75,000.00	\$28,726.64	62%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	MPARKS	\$0.00	\$30,000.00	\$30,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	RINEED	\$0.00	\$1,300,000.00	\$1,300,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	SIDWLK	\$0.00	\$150,000.00	\$150,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	STORM	\$0.00	\$80,000.00	\$80,000.00	0%	
PUBLIC WORKS	1-5-4020-8000	CAPITAL - LANDFILL SITES	MOE	\$0.00	\$25,000.00	\$25,000.00	0%	
PUBLIC WORKS	1-5-4020-8000	CAPITAL - LANDFILL SITES	WELL	\$0.00	\$65,000.00	\$65,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	BULK	\$98,131.16	\$80,000.00	-\$18,131.16	123%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	FLOWM	\$74.79	\$38,000.00	\$37,925.21	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	GRBLDG	\$0.00	\$95,000.00	\$95,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	LOCATE	\$0.00	\$5,000.00	\$5,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	MAINST	\$0.00	\$70,000.00	\$70,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	METER	\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	PROCES	\$16,899.70	\$56,000.00	\$39,100.30	30%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	REFURB	\$73,059.97	\$387,758.00	\$314,698.03	19%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	VALVE	\$0.00	\$30,000.00	\$30,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	WMASTR	\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	ALXLG	\$19,838.38	\$150,000.00	\$130,161.62	13%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	CCTV	\$58,571.67	\$90,000.00	\$31,428.33	65%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	LINING	\$0.00	\$196,000.00	\$196,000.00	0%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	MAXLG	\$11,745.65	\$250,000.00	\$238,254.35	5%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	PMPSTN	\$52,346.45	\$172,000.00	\$119,653.55	30%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	SLUDG	\$89,820.91	\$140,000.00	\$50,179.09	64%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
ADMINISTRATION	1-3-1200-8001	ADM - TRANSFER FROM RESERVES		\$0.00	-\$132,000.00	-\$132,000.00	0%	
ADMINISTRATION	1-3-1250-4040	P.I.L. - POST OFFICE		\$0.00	-\$4,000.00	-\$4,000.00	0%	
ADMINISTRATION	1-3-1250-4060	PIL - MUNICIPAL TAX ASSISTANCE ACT		\$18,780.77	-\$54,350.00	-\$73,130.77	-35%	
ADMINISTRATION	1-3-1250-4061	PIL - GLENGARRY MEMORIAL HOSPITAL		\$0.00	-\$2,000.00	-\$2,000.00	0%	
ADMINISTRATION	1-3-1250-4063	PIL ONTARIO HYDRO - HYDRO ONE		\$0.00	-\$4,100.00	-\$4,100.00	0%	
ADMINISTRATION	1-3-1250-4064	PIL - MUNICIPAL, MNR, TRANSPORTATION		-\$24,760.18	-\$48,100.00	-\$23,339.82	51%	
ADMINISTRATION	1-3-1250-4065	RAILWAYS - RIGHT OF WAY		-\$96,400.02	-\$30,000.00	\$66,400.02	321%	\$75,000 transferred to the United Counties and School Boards
ADMINISTRATION	1-3-1300-7130	PENALTIES & INTEREST ON TAXES		-\$218,853.57	-\$240,000.00	-\$21,146.43	91%	
ADMINISTRATION	1-3-1500-5009	ONTARIO MUNICIPAL PARTNERSHIP FUND		-\$1,639,350.00	-\$2,185,800.00	-\$546,450.00	75%	
ADMINISTRATION	1-3-1700-7100	LOTTERY LICENCES		-\$6,557.26	-\$10,000.00	-\$3,442.74	66%	
ADMINISTRATION	1-3-1700-7102	TAX CERTIFICATES		-\$10,350.00	-\$22,000.00	-\$11,650.00	47%	
ADMINISTRATION	1-3-1700-7103	MARRIAGE LICENCES		-\$3,870.00	-\$4,000.00	-\$130.00	97%	
ADMINISTRATION	1-3-1700-7106	LAND RENTAL - CHIP STAND - OTHER		-\$9,722.88	-\$27,452.00	-\$17,729.12	35%	
ADMINISTRATION	1-3-1700-7111	MARRIAGE OFFICIATING FEES		-\$7,720.00	-\$5,000.00	\$2,720.00	154%	
ADMINISTRATION	1-3-1700-7141	INTEREST ON BANK ACCOUNT		-\$415,449.30	-\$200,000.00	\$215,449.30	208%	
ADMINISTRATION	1-3-2300-2300	AMBULANCE - RENT INCOME		-\$19,539.63	-\$21,315.00	-\$1,775.37	92%	
ADMINISTRATION	1-3-2300-2301	AMBULANCE - OPERATING REVENUES		\$0.00	-\$3,000.00	-\$3,000.00	0%	
ADMINISTRATION	1-4-1200-1010	ADM - WAGES		\$559,479.19	\$627,002.00	\$67,522.81	89%	
ADMINISTRATION	1-4-1200-1110	ADM - EMPLOYEE BENEFITS		\$174,787.82	\$199,175.00	\$24,387.18	88%	
ADMINISTRATION	1-4-1200-1225	ADM - INSURANCE		\$91,840.81	\$81,881.00	-\$9,959.81	112%	Insurance costs to be reviewed for 2025.
ADMINISTRATION	1-4-1200-1507	ADM - BANK CHARGES		\$7,753.73	\$12,000.00	\$4,246.27	65%	
ADMINISTRATION	1-4-1200-2015	ADM - TAXES MUNICIPAL PROPERTY		\$11,514.28	\$25,600.00	\$14,085.72	45%	
ADMINISTRATION	1-4-1200-2020	ADM - HEALTH & SAFETY		\$315.46	\$3,000.00	\$2,684.54	11%	
ADMINISTRATION	1-4-1200-2025	ADM - MILEAGE & TRAVEL		\$2,144.84	\$2,000.00	-\$144.84	107%	
ADMINISTRATION	1-4-1200-2026	ADM - MEETING ATTENDANCE		\$1,260.00	\$300.00	-\$960.00	420%	Will be updated in 2025.
ADMINISTRATION	1-4-1200-2035	ADM - CONFERENCES/WORKSHOPS/TRAINING		\$23,391.34	\$16,000.00	-\$7,391.34	146%	
ADMINISTRATION	1-4-1200-2049	ADM - CELL PHONES		\$3,579.95	\$3,500.00	-\$79.95	102%	
ADMINISTRATION	1-4-1200-2050	ADM - TELEPHONE		\$3,220.22	\$4,500.00	\$1,279.78	72%	
ADMINISTRATION	1-4-1200-2051	ADM - COURIER		\$52.35	\$500.00	\$447.65	10%	
ADMINISTRATION	1-4-1200-2055	ADM - ENBRIDGE		\$2,521.56	\$4,500.00	\$1,978.44	56%	
ADMINISTRATION	1-4-1200-2056	ADM - HYDRO		\$12,131.05	\$20,000.00	\$7,868.95	61%	
ADMINISTRATION	1-4-1200-2100	ADM - POSTAGE & FOLDING LEASING		\$21,320.41	\$15,400.00	-\$5,920.41	138%	To be adjusted based on department.
ADMINISTRATION	1-4-1200-2102	ADM - PARKING LOT RENT		\$4,757.28	\$3,100.00	-\$1,657.28	153%	
ADMINISTRATION	1-4-1200-2120	ADM - OFFICE SUPPLIES		\$11,563.27	\$15,000.00	\$3,436.73	77%	
ADMINISTRATION	1-4-1200-2124	ADM - HOUSEKEEPING & JANITORIAL SUPPLIES		\$33,122.67	\$34,500.00	\$1,377.33	96%	
ADMINISTRATION	1-4-1200-2125	ADM - SUPPLIES		\$7,019.83	\$4,000.00	-\$3,019.83	175%	
ADMINISTRATION	1-4-1200-2130	ADM - COMPUTER FEES AND EQUIPMENT		\$5,257.50	\$4,000.00	-\$1,257.50	131%	
ADMINISTRATION	1-4-1200-2131	ADM - COMPUTER WEBSITE HOSTING		\$78,481.67	\$80,000.00	\$1,518.33	98%	
ADMINISTRATION	1-4-1200-2140	ADM - PHOTOCOPIER ADMINISTRATION		\$8,919.62	\$6,500.00	-\$2,419.62	137%	
ADMINISTRATION	1-4-1200-2200	ADM - ACCOUNTING/AUDIT		\$30,528.02	\$28,000.00	-\$2,528.02	109%	
ADMINISTRATION	1-4-1200-2210	ADM - LEGAL FEES		\$16,368.26	\$21,000.00	\$4,631.74	78%	
ADMINISTRATION	1-4-1200-2223	ADM - CONSULTING/PROFESSIONAL FEES		\$3,893.34	\$28,000.00	\$24,106.66	14%	
ADMINISTRATION	1-4-1200-2300	ADM - ADVERTISING		\$2,713.93	\$3,000.00	\$286.07	90%	
ADMINISTRATION	1-4-1200-2366	ADM - BUILDING/PROP MAINT/SUPPLIES		\$9,226.41	\$48,000.00	\$38,773.59	19%	
ADMINISTRATION	1-4-1200-2410	ADM - ASSOCIATION & MEMBERSHIP FEES		\$9,744.59	\$6,000.00	-\$3,744.59	162%	Paid for at the beginning of the year.
ADMINISTRATION	1-4-1200-2457	ADM - PRINTING ADMINISTRATION		\$3,569.29	\$5,500.00	\$1,930.71	65%	
ADMINISTRATION	1-4-1200-2500	ADM - MARRIAGE LICENCE FEES		\$1,920.00	\$1,000.00	-\$920.00	192%	Offset by revenue.
ADMINISTRATION	1-4-1200-4267	ADM - SENIOR SUPPORT (LEGION)		\$8,292.21	\$5,000.00	-\$3,292.21	166%	
ADMINISTRATION	1-4-1200-4941	ADM - SHREDDING SERVICE		\$2,616.85	\$1,000.00	-\$1,616.85	262%	
ADMINISTRATION	1-4-1200-5010	ADM - GENERAL EXPENSES		\$6,207.58	\$5,000.00	-\$1,207.58	124%	
ADMINISTRATION	1-4-1200-6450	ADM - ACCESSIBILTY FOR ONT DISABILITIES		\$0.00	\$10,000.00	\$10,000.00	0%	
ADMINISTRATION	1-4-1200-7111	ADM - MARRIAGE CEREMONY COSTS		\$3,270.00	\$3,000.00	-\$270.00	109%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
ADMINISTRATION	1-4-1200-7120	ADM - TAX WRITE-OFFS		\$7,097.62	\$14,043.00	\$6,945.38	51%	Charitable rebates, provincial regulations, completed for the year.
ADMINISTRATION	1-4-1200-9000	ADM - TRANSFERS TO RESERVES		\$0.00	\$5,000.00	\$5,000.00	0%	
ADMINISTRATION	1-4-7000-5236	CONTRIBUTIONS - COMMUNITY GRANTS		\$20,925.58	\$25,000.00	\$4,074.42	84%	
ADMINISTRATION	1-4-7000-5237	CONTRIBUTIONS TO N.G. RECREATION ASSOCIAT		\$84,550.00	\$85,000.00	\$450.00	99%	Contributions were paid to MRAs for the year.
ADMINISTRATION	1-4-7000-5247	CONT GLENGARRY PIONEER MUSEUM TAX & INS.		\$15,796.65	\$14,000.00	-\$1,796.65	113%	Contributions were paid to the Glengarry Pioneer Museum for the year.
ADMINISTRATION	1-4-7000-5248	CONT GLENGARRY PIONEER MUSEUM OPERATING		\$20,000.00	\$20,000.00	\$0.00	100%	
ADMINISTRATION	1-4-7000-5249	CONTRIBUTION TO HIGHLAND GAMES COMM (KAS		\$10,000.00	\$3,000.00	-\$7,000.00	333%	Contributions were paid to the GHG with additional funds approved by Council .
ADMINISTRATION	1-4-7000-5258	CONTRIBUTION TO ARCHIVE INITIATIVE		\$21,354.07	\$46,000.00	\$24,645.93	46%	Will be readjusted in 2025 to reflect actuals.
ADMINISTRATION	1-4-7000-5260	CONTRIBUION - GLENGARRY SPORTS HALL		\$4,002.00	\$4,002.00	\$0.00	100%	Contributions were paid to the Glengarry Sports Hall for the year.
ADMINISTRATION	1-5-1200-8000	CAPITAL - ADMINISTRATION	COMPUT	\$7,461.69	\$20,000.00	\$12,538.31	37%	Purchase of laptops for new staff and scanners.
ADMINISTRATION	1-5-1200-8000	CAPITAL - ADMINISTRATION	ROOF	\$70,567.56	\$120,000.00	\$49,432.44	59%	
AGRICULTURE & DRAINAGE	1-3-8020-4010	DRAINAGE - MUNICIPAL DRAIN MTCE. CHARGES		-\$31,285.17	-\$233,608.00	-\$202,322.83	13%	
AGRICULTURE & DRAINAGE	1-3-8020-4012	DRAINAGE - TILE DRAINAGE INSPECTION FEES		-\$75.00	-\$4,391.00	-\$4,316.00	2%	
AGRICULTURE & DRAINAGE	1-3-8020-5095	DRAINAGE SUPT/MAINTENANCE GRANT		-\$49,212.61	-\$40,381.00	\$8,831.61	122%	
AGRICULTURE & DRAINAGE	1-3-8030-5030	LIVESTOCK & POULTRY GRANT		-\$5,526.60	-\$4,000.00	\$1,526.60	138%	
AGRICULTURE & DRAINAGE	1-3-8040-4013	DRAINAGE - TILE DRAINAGE LOAN - TAXES		-\$47,159.78	-\$45,000.00	\$2,159.78	105%	Offset by expenses.
AGRICULTURE & DRAINAGE	1-4-8020-1010	MUN. DRAIN - WAGES		\$0.00	\$42,489.00	\$42,489.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-1110	MUN. DRAIN - BENEFITS		\$7.63	\$14,215.00	\$14,207.37	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2021	DRAIN - WORK BOOTS & CLOTHING		\$0.00	\$500.00	\$500.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2024	DRAIN SUPT - OPERATING EXPENSES		\$0.00	\$800.00	\$800.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2025	DRAIN SUPT - MILEAGE & TRAVEL		\$0.00	\$200.00	\$200.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2026	DRAIN - MEETING ATTENDANCE		\$0.00	\$120.00	\$120.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-2035	DRAIN - CONFERENCE & WORKSHOP		\$610.02	\$3,000.00	\$2,389.98	20%	
AGRICULTURE & DRAINAGE	1-4-8020-2049	DRAIN SUPT - CELL PHONE		\$120.36	\$500.00	\$379.64	24%	
AGRICULTURE & DRAINAGE	1-4-8020-2399	DRAIN - VEHICLE MAINTENANCE		\$0.00	\$1,500.00	\$1,500.00	0%	
AGRICULTURE & DRAINAGE	1-4-8020-6150	MUNICIPAL DRAIN MAINTENANCE		\$20,272.97	\$200,000.00	\$179,727.03	10%	
AGRICULTURE & DRAINAGE	1-4-8020-6151	MUNICIPAL DRAIN - BEAVER MANAGEMENT		\$3,852.38	\$10,000.00	\$6,147.62	39%	
AGRICULTURE & DRAINAGE	1-4-8030-6170	LIVESTOCK EVALUATOR		\$801.08	\$1,000.00	\$198.92	80%	
AGRICULTURE & DRAINAGE	1-4-8030-6171	LIVESTOCK DAMAGES		\$5,508.68	\$5,000.00	-\$508.68	110%	
AGRICULTURE & DRAINAGE	1-4-8040-6300	TILE DRAINAGE - DEBENTURE PRINCIPAL		\$36,429.02	\$45,000.00	\$8,570.98	81%	
BUILDING	1-3-2100-6000	CBO - PROPERTY STANDARDS		\$0.00	-\$2,500.00	-\$2,500.00	0%	
BUILDING	1-3-2100-7200	CBO - BUILDING PERMITS		-\$123,939.20	-\$225,000.00	-\$101,060.80	55%	
BUILDING	1-3-2100-7203	CBO - REVENUE - OTHER		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-3-2100-7205	CBO - CIVIC NUMBERS REVENUE		-\$3,810.00	-\$3,500.00	\$310.00	109%	
BUILDING	1-3-2125-7104	BYLAW - BUSINESS LICENSE/PERMITS		-\$5,429.88	-\$7,500.00	-\$2,070.12	72%	
BUILDING	1-3-2125-7201	BYLAW - ENFORCEMENT VIOLATIONS		-\$420.00	-\$2,000.00	-\$1,580.00	21%	
BUILDING	1-3-2125-7203	BYLAW - AMPS REVENUE		-\$2,417.50	-\$1,000.00	\$1,417.50	242%	
BUILDING	1-3-2125-7207	BYLAW - CLEAN YARDS		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-3-2125-7208	BYLAW - PARKING TICKETS		-\$600.00	-\$2,000.00	-\$1,400.00	30%	
BUILDING	1-3-2125-7753	BYLAW - PARKING PASSES		-\$750.00	-\$1,000.00	-\$250.00	75%	
BUILDING	1-3-2200-7200	SS - PERMITS		-\$23,183.40	-\$22,000.00	\$1,183.40	105%	
BUILDING	1-3-2250-7200	ANIMAL CONTROL - KENNEL PERMIT		\$0.00	-\$3,500.00	-\$3,500.00	0%	
BUILDING	1-3-2250-7210	ANIMAL CONTROL - DOG LICENCES		-\$37,030.00	-\$33,000.00	\$4,030.00	112%	
BUILDING	1-3-8000-7109	PLN - ZONING CERTIFICATES		-\$2,730.00	-\$10,000.00	-\$7,270.00	27%	
BUILDING	1-3-8000-7800	PLN - ZONING & AMENDMENT FEES		-\$15,500.00	-\$30,000.00	-\$14,500.00	52%	
BUILDING	1-3-8000-7802	PLN - MINOR VARIANCES		-\$2,000.00	-\$5,000.00	-\$3,000.00	40%	



## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
BUILDING	1-3-8000-7803	PLN - SITE PLANS		-\$33,500.00	-\$32,000.00	\$1,500.00	105%	
BUILDING	1-3-8000-7805	PLN - TREE CLEAR CUTTING PERMITS		-\$1,750.00	-\$1,000.00	\$750.00	175%	
BUILDING	1-3-8000-7807	PLN - PART LOT CONTROL FEES		\$0.00	-\$1,000.00	-\$1,000.00	0%	
BUILDING	1-4-2100-1010	CBO - WAGES		\$175,323.02	\$261,613.00	\$86,289.98	67%	
BUILDING	1-4-2100-1110	CBO - BENEFITS		\$54,457.53	\$82,991.00	\$28,533.47	66%	
BUILDING	1-4-2100-2021	CBO - WORK BOOTS & CLOTHING		\$299.13	\$2,000.00	\$1,700.87	15%	
BUILDING	1-4-2100-2025	CBO - MILEAGE & TRAVEL		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-2100-2035	CBO - CONFERENCE/WORKSHOP/TRAINING		\$157.74	\$3,000.00	\$2,842.26	5%	
BUILDING	1-4-2100-2049	CBO - CELL PHONE		\$2,006.81	\$2,000.00	-\$6.81	100%	
BUILDING	1-4-2100-2100	CBO - POSTAGE		\$961.38	\$1,000.00	\$38.62	96%	Letters were sent to all dog owners this year to update the dog registry. This is not a cost that will be incurred annually.
BUILDING	1-4-2100-2120	CBO - OFFICE SUPPLIES		\$583.03	\$1,000.00	\$416.97	58%	
BUILDING	1-4-2100-2125	CBO - MATERIALS/SUPPLIES		\$28.98	\$2,000.00	\$1,971.02	1%	
BUILDING	1-4-2100-2130	CBO - COMPUTER EQUIP & SUPPLIES		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-2100-2131	CBO - COMPUTER WEBSITE HOSTING		\$9,008.33	\$8,000.00	-\$1,008.33	113%	
BUILDING	1-4-2100-2140	CBO - PHOTOCOPIER EXPENSE		\$1,723.50	\$1,000.00	-\$723.50	172%	
BUILDING	1-4-2100-2210	CBO - LEGAL FEES		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-2100-2223	CBO - CONSULTING FEES		\$2,486.60	\$1,000.00	-\$1,486.60	249%	Charges for surveys and lawyers for the sale of 90 Main Street S.
BUILDING	1-4-2100-2399	CBO - VEHICLE MAINTENANCE		\$228.89	\$3,000.00	\$2,771.11	8%	
BUILDING	1-4-2100-2400	CBO - GAS/OIL/DIESEL		\$1,992.90	\$3,000.00	\$1,007.10	66%	
BUILDING	1-4-2100-2410	CBO - ASSOCIATION & MEMBERSHIP FEES		\$1,022.40	\$1,000.00	-\$22.40	102%	Paid for the year.
BUILDING	1-4-2100-7205	CBO - CIVIC NUMBERING COSTS		\$2,152.25	\$3,500.00	\$1,347.75	61%	
BUILDING	1-4-2125-1010	BY-LAW - WAGES		\$60,006.16	\$75,622.00	\$15,615.84	79%	
BUILDING	1-4-2125-1035	BY-LAW - OVERTIME		\$6,909.33	\$4,000.00	-\$2,909.33	173%	After hours for dog catching and by-law.
BUILDING	1-4-2125-1110	BY-LAW - BENEFITS		\$22,087.84	\$25,506.00	\$3,418.16	87%	
BUILDING	1-4-2125-2021	BY-LAW - CLOTHING ALLOWANCE		\$0.00	\$450.00	\$450.00	0%	
BUILDING	1-4-2125-2035	BY-LAW - CONFERENCES & TRAINING		\$77.56	\$1,500.00	\$1,422.44	5%	
BUILDING	1-4-2125-2049	BY-LAW - CELL PHONES		\$876.99	\$1,000.00	\$123.01	88%	
BUILDING	1-4-2125-2125	BYLAW - MATERIALS/SUPPLIES		\$847.27	\$500.00	-\$347.27	169%	Purchase of new office chairs.
BUILDING	1-4-2125-2130	BYLAW - COMPUTER FEES		\$0.00	\$680.00	\$680.00	0%	
BUILDING	1-4-2125-2210	BY-LAW - LEGAL FEES		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-2125-2399	BY-LAW - TRUCK EXPENSES		\$341.17	\$2,000.00	\$1,658.83	17%	
BUILDING	1-4-2125-2400	BY-LAW - GAS/OIL/DIESEL		\$2,436.12	\$2,000.00	-\$436.12	122%	
BUILDING	1-4-2125-6000	BY-LAW - PROPERTY STANDARDS		\$0.00	\$1,500.00	\$1,500.00	0%	
BUILDING	1-4-2125-7203	BY-LAW - AMPS EXPENSES		\$0.00	\$500.00	\$500.00	0%	
BUILDING	1-4-2125-7207	BY-LAW - CLEAN YARDS		\$0.00	\$1,500.00	\$1,500.00	0%	
BUILDING	1-4-2200-4010	SS - CONTRACTED SERVICES		\$13,295.21	\$20,000.00	\$6,704.79	66%	
BUILDING	1-4-2200-7206	SS - MANDATORY INSPECTIONS		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-2250-2125	ANIMAL CONTROL - MATERIALS/SUPPLIES		-\$71.73	\$1,000.00	\$1,071.73	-7%	
BUILDING	1-4-2250-5105	ANIMAL CONTROL - DOG POUND FEES		\$2,083.48	\$2,000.00	-\$83.48	104%	
BUILDING	1-4-2250-5106	ANIMAL CONTROL - LIVESTOCK POUNDKEEPER		\$0.00	\$2,000.00	\$2,000.00	0%	
BUILDING	1-4-8000-1010	PLN - WAGES		\$50,458.77	\$53,802.00	\$3,343.23	94%	
BUILDING	1-4-8000-1110	PLN - BENEFITS		\$19,787.57	\$20,216.00	\$428.43	98%	
BUILDING	1-4-8000-2025	PLN - MILEAGE & TRAVEL		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-8000-2026	PLN - MEETING ATTENDANCE		\$240.00	\$1,500.00	\$1,260.00	16%	
BUILDING	1-4-8000-2035	PLN - CONFERENCES/WORKSHOPS/TRAINING		\$1,640.94	\$2,000.00	\$359.06	82%	Conference was paid for at the beginning of the year.
BUILDING	1-4-8000-2049	PLN - CELL PHONES		\$0.00	\$500.00	\$500.00	0%	
BUILDING	1-4-8000-2100	PLN-POSTAGE		\$196.88	\$200.00	\$3.12	98%	
BUILDING	1-4-8000-2120	PLN - OFFICE SUPPLIES		\$0.00	\$200.00	\$200.00	0%	
BUILDING	1-4-8000-2125	PLN - MATERIALS/SUPPLIES		\$0.00	\$300.00	\$300.00	0%	

## 2024 Variance Report

### As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
BUILDING	1-4-8000-2210	PLN - LEGAL FEES		\$0.00	\$1,000.00	\$1,000.00	0%	
BUILDING	1-4-8000-2223	PLN - CONSULTING FEES		\$212.73	\$10,000.00	\$9,787.27	2%	
BUILDING	1-4-8000-2300	PLN - ADVERTISING		\$0.00	\$6,000.00	\$6,000.00	0%	
CEMC	1-4-2900-1015	CEMC -PART TIME WAGES		\$2,271.30	\$4,084.00	\$1,812.70	56%	
CEMC	1-4-2900-1110	CEMC - BENEFITS		\$774.69	\$919.00	\$144.31	84%	
CEMC	1-4-2900-2035	CEMC - CONFERENCES/TRAINING/WORKSHOPS		\$0.00	\$2,500.00	\$2,500.00	0%	
CEMC	1-4-2900-2125	CEMC - MATERIALS/SUPPLIES		\$60.00	\$500.00	\$440.00	12%	
CEMC	1-4-2900-2131	CEMC - COMPUTER HOSTING FEES		\$0.00	\$2,500.00	\$2,500.00	0%	
CEMC	1-4-2900-2325	CEMC - PUBLICITY/PUBLIC AWARENESS		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY DEVELOPMENT	1-3-1900-7754	COMM. DEV. - OTHER FUNDING		-\$6,000.00	-\$7,500.00	-\$1,500.00	80%	
COMMUNITY DEVELOPMENT	1-3-1900-8004	COMM. DEV. - SPECIAL EVENTS		-\$13,050.00	-\$11,000.00	\$2,050.00	119%	
COMMUNITY DEVELOPMENT	1-4-1900-1225	COMM. DEV. - INSURANCE		\$7,851.07	\$2,162.00	-\$5,689.07	363%	Insurance costs to be reviewed for 2025.
COMMUNITY DEVELOPMENT	1-4-1900-2025	COMM. DEV. - MILEAGE		\$0.00	\$200.00	\$200.00	0%	
COMMUNITY DEVELOPMENT	1-4-1900-2031	COMM. DEV. - JULY 1ST & CHRISTMAS EXP.		\$21,226.21	\$15,500.00	-\$5,726.21	137%	
COMMUNITY DEVELOPMENT	1-4-1900-2300	COMM. DEV - ADVERTISING		\$0.00	\$1,400.00	\$1,400.00	0%	
COMMUNITY DEVELOPMENT	1-4-1900-8004	COMM. DEV - SPECIAL EVENTS		\$14,046.88	\$12,500.00	-\$1,546.88	112%	
COMMUNITY DEVELOPMENT	1-4-1900-8005	COMM. DEV - COMMITTEE		\$0.00	\$5,000.00	\$5,000.00	0%	
COMMUNITY DEVELOPMENT	1-4-1900-8006	COMM DEV - ACH COMMITTEE		\$3,562.85	\$5,000.00	\$1,437.15	71%	
COMMUNITY SERVICES	1-3-7000-8001	OTHER ORGS - TRANSFER FROM RESRVES		\$0.00	-\$35,000.00	-\$35,000.00	0%	
COMMUNITY SERVICES	1-3-7100-7710	MSC - HALL RENTAL		-\$13,808.37	-\$12,000.00	\$1,808.37	115%	
COMMUNITY SERVICES	1-3-7100-7712	MSC - BAR RECEIPTS		-\$6,938.18	-\$5,000.00	\$1,938.18	139%	
COMMUNITY SERVICES	1-3-7100-7713	MSC - PRO SHOP		-\$716.21	-\$1,000.00	-\$283.79	72%	
COMMUNITY SERVICES	1-3-7100-7714	MSC - PEPSI MACHINE		-\$1,546.01	-\$3,000.00	-\$1,453.99	52%	
COMMUNITY SERVICES	1-3-7100-7715	MSC - BALL FIELDS RENTS		-\$601.80	-\$500.00	\$101.80	120%	
COMMUNITY SERVICES	1-3-7100-7716	MSC - ADVERTISING		-\$6,401.93	-\$5,000.00	\$1,401.93	128%	
COMMUNITY SERVICES	1-3-7100-7720	MSC - ICE RENTAL		-\$153,711.60	-\$220,000.00	-\$66,288.40	70%	
COMMUNITY SERVICES	1-3-7100-8001	MSC - TRANSFER FROM RESERVES		\$0.00	-\$100,000.00	-\$100,000.00	0%	
COMMUNITY SERVICES	1-3-7200-4101	ISLAND PARK - FIELD LINING SPORTSFIELD R		-\$9,220.00	-\$9,000.00	\$220.00	102%	
COMMUNITY SERVICES	1-3-7200-7712	ISLAND PARK - BAR REVENUE		\$0.00	-\$3,000.00	-\$3,000.00	0%	
COMMUNITY SERVICES	1-3-7200-7748	ISLAND PARK - DUMPING STATION		-\$1,065.00	-\$250.00	\$815.00	426%	Includes revenue from 2023.
COMMUNITY SERVICES	1-3-7200-7751	ISLAND PARK - HALL RENTAL		-\$25,122.46	-\$10,000.00	\$15,122.46	251%	
COMMUNITY SERVICES	1-3-7200-7753	ISLAND PARK - OTHER REVENUE		-\$2,044.38	-\$5,850.00	-\$3,805.62	35%	
COMMUNITY SERVICES	1-3-7200-8001	ISLAND PARK - TRANSFER FROM RESERVES		\$0.00	-\$39,000.00	-\$39,000.00	0%	
COMMUNITY SERVICES	1-3-7300-4100	DOME - GLENG. WOMEN'S VOLLEYBALL		-\$5,307.53	-\$5,000.00	\$307.53	106%	
COMMUNITY SERVICES	1-3-7300-4101	DOME - ADVERTISING REVENUE		-\$250.44	-\$2,500.00	-\$2,249.56	10%	
COMMUNITY SERVICES	1-3-7300-4102	DOME - TENNIS REVENUES		-\$28,133.20	-\$23,000.00	\$5,133.20	122%	
COMMUNITY SERVICES	1-3-7300-4103	DOME - TRACK REVENUES		-\$15,922.31	-\$18,000.00	-\$2,077.69	88%	
COMMUNITY SERVICES	1-3-7300-4104	DOME - FIELD REVENUES		-\$47,135.28	-\$45,000.00	\$2,135.28	105%	
COMMUNITY SERVICES	1-3-7300-4105	DOME - VENDING REVENUES		-\$701.19	-\$500.00	\$201.19	140%	
COMMUNITY SERVICES	1-3-7300-4110	DOME - BIRTHDAY PARTIES		-\$9,167.51	-\$5,000.00	\$4,167.51	183%	
COMMUNITY SERVICES	1-3-7300-7754	DOME - NAMING RIGHTS - TIM HORTON		-\$5,000.00	-\$5,000.00	\$0.00	100%	
COMMUNITY SERVICES	1-3-7300-7755	DOME - FLAG FOOTBALL LEAGUE		\$0.00	-\$3,300.00	-\$3,300.00	0%	
COMMUNITY SERVICES	1-3-7400-7160	LIB - LIBRARY RENT		-\$45,607.70	-\$37,805.00	\$7,802.70	121%	
COMMUNITY SERVICES	1-3-7400-8001	LIB - FROM RESERVES		\$0.00	-\$5,633.00	-\$5,633.00	0%	
COMMUNITY SERVICES	1-3-7500-3003	GSP - AGREEMENT SOUTH GLENGARRY		-\$50,000.00	-\$50,000.00	\$0.00	100%	
COMMUNITY SERVICES	1-3-7500-4105	GSP - VENDING SUPPLIES		\$0.00	-\$750.00	-\$750.00	0%	
COMMUNITY SERVICES	1-3-7500-7710	GSP - HALL RENTAL		-\$6,545.87	-\$5,000.00	\$1,545.87	131%	
COMMUNITY SERVICES	1-3-7500-7712	GSP - BAR RECEIPTS		-\$32,101.62	-\$25,000.00	\$7,101.62	128%	
COMMUNITY SERVICES	1-3-7500-7713	GSP - SKATE SHARPENING		-\$3,081.94	-\$6,000.00	-\$2,918.06	51%	
COMMUNITY SERVICES	1-3-7500-7716	GSP - BOARD ADVERTISING		-\$8,717.73	-\$12,800.00	-\$4,082.27	68%	
COMMUNITY SERVICES	1-3-7500-7719	GSP - OTHER REVENUES		-\$9,187.16	-\$4,250.00	\$4,937.16	216%	
COMMUNITY SERVICES	1-3-7500-7720	GSP - ICE RENTAL		-\$156,474.84	-\$225,000.00	-\$68,525.16	70%	
COMMUNITY SERVICES	1-3-7500-7721	GSP - OTHER ICE RENTALS		-\$5,824.01	-\$1,300.00	\$4,524.01	448%	

**2024 Variance Report**  
**As at November 21, 2024**

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-3-7500-7722	GSP - PROGRAMMING		-\$15,405.28	-\$20,000.00	-\$4,594.72	77%	
COMMUNITY SERVICES	1-3-7500-7723	GSP - CANTEEN RENTAL		-\$1,075.69	-\$1,250.00	-\$174.31	86%	
COMMUNITY SERVICES	1-4-7020-4260	APPLE HILL COMMUNITY CENTRE		\$269.22	\$1,428.00	\$1,158.78	19%	
COMMUNITY SERVICES	1-4-7020-4261	GLEN ROBERTSON COMMUNITY CENTRE		\$1,596.17	\$1,429.00	-\$167.17	112%	
COMMUNITY SERVICES	1-4-7020-4262	DUNVEGAN RECREATION CENTRE		\$197.52	\$1,428.00	\$1,230.48	14%	
COMMUNITY SERVICES	1-4-7020-4263	DALKEITH RECREATION CENTRE		\$288.20	\$1,429.00	\$1,140.80	20%	
COMMUNITY SERVICES	1-4-7020-4264	MAXVILLE RECREATION CENTRE		\$0.00	\$1,428.00	\$1,428.00	0%	
COMMUNITY SERVICES	1-4-7020-4265	MAXVILLE LIBRARY		\$49.38	\$1,429.00	\$1,379.62	3%	
COMMUNITY SERVICES	1-4-7020-4266	DALKEITH LIBRARY		\$98.76	\$1,429.00	\$1,330.24	7%	
COMMUNITY SERVICES	1-4-7100-1010	MSC - WAGES		\$86,938.21	\$109,264.00	\$22,325.79	80%	
COMMUNITY SERVICES	1-4-7100-1015	MSC - PART TIME WAGES		\$59,222.05	\$104,027.00	\$44,804.95	57%	
COMMUNITY SERVICES	1-4-7100-1035	MSC - OVERTIME		\$11,014.58	\$10,000.00	-\$1,014.58	110%	
COMMUNITY SERVICES	1-4-7100-1110	MSC - BENEFITS		\$57,395.41	\$76,040.00	\$18,644.59	75%	
COMMUNITY SERVICES	1-4-7300-1225	DOME - INSURANCE		\$30,273.07	\$12,417.00	-\$17,856.07	244%	Insurance costs to be reviewed for 2025.
COMMUNITY SERVICES	1-4-7100-2020	MSC - HEALTH & SAFETY		\$193.34	\$750.00	\$556.66	26%	
COMMUNITY SERVICES	1-4-7100-2021	MSC - WORK BOOTS & CLOTHING		\$630.70	\$2,000.00	\$1,369.30	32%	
COMMUNITY SERVICES	1-4-7100-2025	MSC - MILEAGE & TRAVEL		\$2,243.28	\$700.00	-\$1,543.28	320%	Mileage for deposits and purchases for vending machines.
COMMUNITY SERVICES	1-4-7100-2028	MSC - BOOK KING SOFTWARE		\$2,055.22	\$1,500.00	-\$555.22	137%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7100-2030	MSC - SPORTSFIELDS EXPENSES		\$7,676.32	\$1,750.00	-\$5,926.32	439%	Cost of paint for lining has increased from \$5 per can to \$12 per can. Line item will be adjusted in 2025.
COMMUNITY SERVICES	1-4-7100-2035	MSC - CONFERENCES/ WORKSHOPS/TRAINING		\$0.00	\$4,000.00	\$4,000.00	0%	
COMMUNITY SERVICES	1-4-7100-2049	MSC - CELL PHONE		\$319.14	\$700.00	\$380.86	46%	
COMMUNITY SERVICES	1-4-7100-2050	MSC - TELEPHONE		\$732.79	\$750.00	\$17.21	98%	
COMMUNITY SERVICES	1-4-7100-2056	MSC - HYDRO		\$38,881.48	\$60,000.00	\$21,118.52	65%	
COMMUNITY SERVICES	1-4-7100-2057	MSC - WATER/SEWER		\$3,399.23	\$6,000.00	\$2,600.77	57%	
COMMUNITY SERVICES	1-4-7100-2110	MSC - TOOLS		\$0.00	\$300.00	\$300.00	0%	
COMMUNITY SERVICES	1-4-7100-2120	MSC - OFFICE SUPPLIES		\$492.61	\$500.00	\$7.39	99%	
COMMUNITY SERVICES	1-4-7100-2124	MSC - HOUSEKEEPING & JANITORIAL SUPP		\$5,144.05	\$6,000.00	\$855.95	86%	
COMMUNITY SERVICES	1-4-7100-2125	MSC - MATERIALS/SUPPLIES		\$1,180.24	\$2,000.00	\$819.76	59%	
COMMUNITY SERVICES	1-4-7100-2126	MSC - HALL SUPPLIES		\$3,025.35	\$4,000.00	\$974.65	76%	
COMMUNITY SERVICES	1-4-7100-2127	MSC - PEPSI SUPPLIES		\$220.25	\$1,250.00	\$1,029.75	18%	
COMMUNITY SERVICES	1-4-7100-2129	MSC - VENDING MACHINE		\$2,981.48	\$4,000.00	\$1,018.52	75%	
COMMUNITY SERVICES	1-4-7100-2130	MSC - COMPUTER FEES & EQUIP.		\$58.46	\$1,500.00	\$1,441.54	4%	
COMMUNITY SERVICES	1-4-7100-2300	MSC - ADVERTISING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7100-2366	MSC - BUILDING MAINTENANCE/GROUND MTCE		\$38,388.46	\$70,000.00	\$31,611.54	55%	
COMMUNITY SERVICES	1-4-7100-2367	MSC - PROPANE		\$27,052.03	\$35,000.00	\$7,947.97	77%	
COMMUNITY SERVICES	1-4-7100-2368	MSC - EQUIPMENT MTCE		\$6,374.07	\$15,000.00	\$8,625.93	42%	
COMMUNITY SERVICES	1-4-7100-2410	MSC - ASSOCIATION & MEMBERSHIP FEES		\$544.33	\$1,000.00	\$455.67	54%	Memberships to ORFA for staff are paid through the year on their membership anniversary.
COMMUNITY SERVICES	1-4-7100-2564	MSC - PRO SHOP		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY SERVICES	1-4-7100-4010	MSC - CONTRACTS/CONTRACTED SERVICES		\$1,508.56	\$9,000.00	\$7,491.44	17%	
COMMUNITY SERVICES	1-4-7100-5120	MSC - SNOW REMOVAL		\$5,115.00	\$9,000.00	\$3,885.00	57%	In line with past years.
COMMUNITY SERVICES	1-4-7100-7722	MSC - PROGRAMMING		\$450.00	\$500.00	\$50.00	90%	
COMMUNITY SERVICES	1-4-7200-1010	ISLAND PARK - WAGES		\$146,471.40	\$130,262.00	-\$16,209.40	112%	
COMMUNITY SERVICES	1-4-7200-1015	ISLAND PARK - PART TIME WAGES		\$26,930.31	\$55,795.00	\$28,864.69	48%	
COMMUNITY SERVICES	1-4-7200-1035	ISLAND PARK - OVERTIME		\$10,281.34	\$8,000.00	-\$2,281.34	129%	
COMMUNITY SERVICES	1-4-7200-1110	ISLAND PARK - BENEFITS		\$56,933.11	\$53,365.00	-\$3,568.11	107%	
COMMUNITY SERVICES	1-4-7200-2020	ISLAND PARK - HEALTH & SAFETY		\$595.78	\$500.00	-\$95.78	119%	
COMMUNITY SERVICES	1-4-7200-2021	ISLAND PARK - CLOTHING ALLOWANCE		\$1,237.07	\$1,500.00	\$262.93	82%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-4-7200-2025	ISLAND PARK - MILEAGE & TRAVEL		\$331.23	\$500.00	\$168.77	66%	
COMMUNITY SERVICES	1-4-7200-2028	ISLAND PARK - BOOK KING SOFTWARE		\$2,091.39	\$1,900.00	-\$191.39	110%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7200-2030	ISLAND PARK - SPORTSFIELDS EXPENSE		\$9,931.50	\$10,000.00	\$68.50	99%	
COMMUNITY SERVICES	1-4-7200-2035	ISLAND PARK - CONF/WORKSHOP/TRAINING		\$0.00	\$3,500.00	\$3,500.00	0%	
COMMUNITY SERVICES	1-4-7200-2049	ISLAND PARK - CELL PHONE		\$1,096.21	\$1,200.00	\$103.79	91%	
COMMUNITY SERVICES	1-4-7200-2050	ISLAND PARK - TELEPHONE		\$392.27	\$500.00	\$107.73	78%	
COMMUNITY SERVICES	1-4-7200-2055	ISLAND PARK - ENBRIDGE		\$2,119.31	\$3,000.00	\$880.69	71%	
COMMUNITY SERVICES	1-4-7200-2056	ISLAND PARK - HYDRO		\$18,597.89	\$12,000.00	-\$6,597.89	155%	
COMMUNITY SERVICES	1-4-7200-2057	ISLAND PARK - WATER/SEWER		\$3,631.37	\$4,000.00	\$368.63	91%	
COMMUNITY SERVICES	1-4-7200-2120	ISLAND PARK - OFFICE SUPPLIES		\$46.80	\$1,000.00	\$953.20	5%	
COMMUNITY SERVICES	1-4-7200-2124	ISLAND PARK - HOUSEKEEPING & JAN. SUPP		\$4,464.07	\$5,000.00	\$535.93	89%	
COMMUNITY SERVICES	1-4-7200-2125	ISLAND PARK - MATERIALS/SUPPLIES		\$519.82	\$1,550.00	\$1,030.18	34%	
COMMUNITY SERVICES	1-4-7200-2126	ISLAND PARK - BAR SUPPLIES		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY SERVICES	1-4-7200-2130	ISLAND PARK - COMPUTER EQUIPT & SUPPLIES		\$716.63	\$1,500.00	\$783.37	48%	
COMMUNITY SERVICES	1-4-7200-2140	ISLAND PARK - PHOTOCOPIER EXPENSE		\$742.37	\$1,000.00	\$257.63	74%	
COMMUNITY SERVICES	1-4-7200-2300	ISLAND PARK - ADVERTISING		\$0.00	\$750.00	\$750.00	0%	
COMMUNITY SERVICES	1-4-7200-2366	ISLAND PARK - BUILDING MAINT/SUPPLIES		\$10,160.00	\$15,000.00	\$4,840.00	68%	
COMMUNITY SERVICES	1-4-7200-2368	ISLAND PARK - EQUIPMENT MAINT/SUPLIES		\$4,780.36	\$7,000.00	\$2,219.64	68%	
COMMUNITY SERVICES	1-4-7200-2370	ISLAND PARK - OUTDOOR FURN & ATTRIBUTES		\$0.00	\$3,000.00	\$3,000.00	0%	
COMMUNITY SERVICES	1-4-7200-2399	ISLAND PARK - VEHICLE MAINTENANCE		\$2,501.51	\$2,500.00	-\$1.51	100%	
COMMUNITY SERVICES	1-4-7200-2400	ISLAND PARK - GAS/OIL/DIESEL		\$7,089.00	\$8,000.00	\$911.00	89%	
COMMUNITY SERVICES	1-4-7200-2410	ISLAND PARK - MEMBERSHIP FEES		\$470.64	\$1,000.00	\$529.36	47%	
COMMUNITY SERVICES	1-4-7200-3704	ISLAND PARK - MILL SQUARE OPERATING		\$0.00	\$1,000.00	\$1,000.00	0%	
COMMUNITY SERVICES	1-4-7200-4005	ISLAND PARK - LANDSCAPING/FLOWERS		\$9,500.54	\$10,000.00	\$499.46	95%	
COMMUNITY SERVICES	1-4-7200-4010	ISLAND PARK - CONTRACTS/CONTRACTED SERV		\$0.00	\$5,000.00	\$5,000.00	0%	
COMMUNITY SERVICES	1-4-7200-4102	ISLAND PARK - TREE REMOVAL		\$5,068.48	\$5,000.00	-\$68.48	101%	
COMMUNITY SERVICES	1-4-7200-4104	ISLAND PARK - KING GEORGE PARK		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7200-4108	ISLAND PARK - GOOSE MANAGEMENT STRATEGY		\$0.00	\$250.00	\$250.00	0%	
COMMUNITY SERVICES	1-4-7200-8003	ISLAND PARK - SPECIAL PROJECTS		\$2,231.60	\$2,000.00	-\$231.60	112%	
COMMUNITY SERVICES	1-4-7200-8004	ISLAND PARK - SPECIAL EVENTS/FESTIVALS		\$1,353.34	\$1,500.00	\$146.66	90%	
COMMUNITY SERVICES	1-4-7300-1010	DOME - WAGES		\$78,021.57	\$100,596.00	\$22,574.43	78%	
COMMUNITY SERVICES	1-4-7300-1015	DOME - PART TIME WAGES		\$35,355.80	\$50,307.00	\$14,951.20	70%	
COMMUNITY SERVICES	1-4-7300-1035	DOME - OVERTIME		\$3,193.98	\$3,000.00	-\$193.98	106%	In line with past years.
COMMUNITY SERVICES	1-4-7300-1110	DOME - BENEFITS		\$32,762.11	\$35,753.00	\$2,990.89	92%	
COMMUNITY SERVICES	1-4-7500-1225	GSP - INSURANCE		\$41,966.30	\$37,213.00	-\$4,753.30	113%	Insurance costs to be reviewed for 2025.
COMMUNITY SERVICES	1-4-7300-2021	DOME - CLOTHING ALLOWANCE		\$130.76	\$500.00	\$369.24	26%	
COMMUNITY SERVICES	1-4-7300-2025	DOME - MILEAGE		\$435.13	\$500.00	\$64.87	87%	
COMMUNITY SERVICES	1-4-7300-2028	DOME - BOOK KING SOFTWARE		\$2,203.77	\$2,000.00	-\$203.77	110%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7300-2030	DOME - SPORTS EQUIP & SUPPLIES		\$3,581.29	\$1,500.00	-\$2,081.29	239%	
COMMUNITY SERVICES	1-4-7300-2035	DOME - TRAINING/CONFERENCE		\$667.32	\$1,000.00	\$332.68	67%	
COMMUNITY SERVICES	1-4-7300-2049	DOME - CELL PHONE		\$248.97	\$1,000.00	\$751.03	25%	
COMMUNITY SERVICES	1-4-7300-2050	DOME - TELEPHONE		\$155.87	\$300.00	\$144.13	52%	
COMMUNITY SERVICES	1-4-7300-2055	DOME - ENBRIDGE		\$29,697.77	\$45,000.00	\$15,302.23	66%	
COMMUNITY SERVICES	1-4-7300-2056	DOME - HYDRO		\$18,987.15	\$20,000.00	\$1,012.85	95%	
COMMUNITY SERVICES	1-4-7300-2057	DOME - WATER/SEWER		\$961.48	\$1,300.00	\$338.52	74%	
COMMUNITY SERVICES	1-4-7300-2120	DOME - OFFICE SUPPLIES		\$236.34	\$1,000.00	\$763.66	24%	
COMMUNITY SERVICES	1-4-7300-2124	DOME - JANITORIAL SUPP & HOUSEKEEPING		\$2,288.92	\$2,000.00	-\$288.92	114%	
COMMUNITY SERVICES	1-4-7300-2125	DOME - SUPPLIES		\$94.40	\$500.00	\$405.60	19%	
COMMUNITY SERVICES	1-4-7300-2127	DOME - VENDING SUPPLIES (PEPSI ..)		\$305.62	\$250.00	-\$55.62	122%	In line with past years.
COMMUNITY SERVICES	1-4-7300-2130	DOME - COMPUTER EQUIPT & SUPPLIES		\$352.10	\$500.00	\$147.90	70%	

**2024 Variance Report**  
**As at November 21, 2024**

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-4-7300-2140	DOME - PHOTOCOPIER EXPENSE		\$1,012.95	\$100.00	-\$912.95	1013%	Line item to be increased in 2025 to reflect actuals.
COMMUNITY SERVICES	1-4-7300-2300	DOME - ADVERTISING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-2366	DOME - BLDG/PROP MAINT/SUPPLIES		\$6,841.49	\$12,000.00	\$5,158.51	57%	
COMMUNITY SERVICES	1-4-7300-2368	DOME - EQUIPMENT MTCE		\$172.35	\$1,500.00	\$1,327.65	11%	
COMMUNITY SERVICES	1-4-7300-2399	DOME - VEHICLE REPAIRS		\$912.48	\$500.00	-\$412.48	182%	Cost of vehicle for Facilities Lead Hand spread over GLs 7100, 7200, 7300 and 7500.
COMMUNITY SERVICES	1-4-7300-4000	DOME - VOLLEYBALL EXPENSE		\$213.70	\$500.00	\$286.30	43%	
COMMUNITY SERVICES	1-4-7300-4001	DOME - RUNNING PROGRAM		\$960.00	\$1,000.00	\$40.00	96%	
COMMUNITY SERVICES	1-4-7300-4005	DOME - LANDSCAPING		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-4110	DOME - BIRTHDAY SUPPLIES		\$3,576.87	\$3,000.00	-\$576.87	119%	
COMMUNITY SERVICES	1-4-7300-4112	DOME - OUTDOOR FURNITURE		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7300-4113	DOME - FIELD MAINTENANCE		\$0.00	\$1,750.00	\$1,750.00	0%	
COMMUNITY SERVICES	1-4-7300-7755	DOME-FLAG FOOTBALL		\$0.00	\$500.00	\$500.00	0%	
COMMUNITY SERVICES	1-4-7400-2056	LIB - HYDRO - DALKEITH & MAXVILLE & ALEX		\$11,145.25	\$13,000.00	\$1,854.75	86%	
COMMUNITY SERVICES	1-4-7400-2366	LIB - BUILDING MAINTENANCE/SUPPLIES		\$323.11	\$8,000.00	\$7,676.89	4%	
COMMUNITY SERVICES	1-4-7400-4268	LIB - ALEXANDRIA LIBRARY		\$0.00	\$4,000.00	\$4,000.00	0%	
COMMUNITY SERVICES	1-4-7400-5012	LIB - MAXVILLE LIBRARY		\$0.00	\$100.00	\$100.00	0%	
COMMUNITY SERVICES	1-4-7400-5014	LIB - DALKEITH LIBRARY		\$595.84	\$100.00	-\$495.84	596%	
COMMUNITY SERVICES	1-4-7500-1010	GSP - WAGES		\$148,076.03	\$199,049.00	\$50,972.97	74%	
COMMUNITY SERVICES	1-4-7500-1015	GSP - PART-TIME WAGES		\$45,975.01	\$35,168.00	-\$10,807.01	131%	
COMMUNITY SERVICES	1-4-7500-1035	GSP - OVERTIME		\$21,742.07	\$10,000.00	-\$11,742.07	217%	
COMMUNITY SERVICES	1-4-7500-1110	GSP - BENEFITS		\$61,509.49	\$75,089.00	\$13,579.51	82%	
COMMUNITY SERVICES	1-4-7200-1225	ISLAND PARK - INSURANCE		\$43,312.26	\$38,413.00	-\$4,899.26	113%	Insurance costs to be reviewed for 2025.
COMMUNITY SERVICES	1-4-7500-2020	GSP - HEALTH & SAFETY		\$690.50	\$500.00	-\$190.50	138%	
COMMUNITY SERVICES	1-4-7500-2021	GSP - CLOTHING ALLOWANCE		\$712.57	\$1,000.00	\$287.43	71%	
COMMUNITY SERVICES	1-4-7500-2025	GSP - MILEAGE		\$343.60	\$500.00	\$156.40	69%	
COMMUNITY SERVICES	1-4-7500-2028	GSP - BOOKING SOFTWARE		\$2,055.21	\$2,000.00	-\$55.21	103%	Increase in booking software costs that were paused during COVID-19.
COMMUNITY SERVICES	1-4-7500-2030	GSP - SPORTSFIELD EXPENSES		\$2,795.23	\$4,000.00	\$1,204.77	70%	
COMMUNITY SERVICES	1-4-7500-2035	GSP - TRAINING/WORKSHOP		\$804.99	\$4,500.00	\$3,695.01	18%	
COMMUNITY SERVICES	1-4-7500-2049	GSP - CELL PHONES		\$601.04	\$1,000.00	\$398.96	60%	
COMMUNITY SERVICES	1-4-7500-2050	GSP - TELEPHONE		\$271.28	\$500.00	\$228.72	54%	
COMMUNITY SERVICES	1-4-7500-2055	GSP - ENBRIDGE		\$15,229.12	\$18,000.00	\$2,770.88	85%	
COMMUNITY SERVICES	1-4-7500-2056	GSP - HYDRO		\$56,471.78	\$80,000.00	\$23,528.22	71%	
COMMUNITY SERVICES	1-4-7500-2057	GSP - WATER SEWER		\$6,271.34	\$9,000.00	\$2,728.66	70%	
COMMUNITY SERVICES	1-4-7500-2100	GSP - POSTAGE		\$0.00	\$200.00	\$200.00	0%	
COMMUNITY SERVICES	1-4-7500-2120	GSP - OFFICE SUPPLIES		\$2,190.19	\$1,000.00	-\$1,190.19	219%	
COMMUNITY SERVICES	1-4-7500-2124	GSP - HOUSEKEEPING/JANITORIAL SUPPLIES		\$4,476.87	\$5,000.00	\$523.13	90%	
COMMUNITY SERVICES	1-4-7500-2125	GSP - MATERIAL/SUPPLIES		\$679.78	\$200.00	-\$479.78	340%	
COMMUNITY SERVICES	1-4-7500-2126	GSP - BAR/HALL EXPENSE		\$11,774.27	\$5,000.00	-\$6,774.27	235%	Offset with revenues.
COMMUNITY SERVICES	1-4-7500-2127	GSP - VENDING/PEPSI MACHINE		\$2,932.71	\$500.00	-\$2,432.71	587%	New vending machine at the GSP. Offset with revenue from vending supplies.
COMMUNITY SERVICES	1-4-7500-2130	GSP - COMPUTER SUPPLIES		\$5,362.13	\$1,000.00	-\$4,362.13	536%	New laptop purchase, will be reallocated to capital.
COMMUNITY SERVICES	1-4-7500-2300	GSP - ADVERTISING		\$189.00	\$500.00	\$311.00	38%	
COMMUNITY SERVICES	1-4-7500-2366	GSP - BUILDING EXPENSES		\$42,579.35	\$50,000.00	\$7,420.65	85%	
COMMUNITY SERVICES	1-4-7500-2368	GSP - EQUIPMENT MTCE		\$7,900.72	\$5,000.00	-\$2,900.72	158%	
COMMUNITY SERVICES	1-4-7500-2399	GSP - VEHICLE MTCE		\$0.00	\$1,200.00	\$1,200.00	0%	
COMMUNITY SERVICES	1-4-7500-2400	GSP - GAS/OIL/DIESEL		\$1,069.25	\$600.00	-\$469.25	178%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
COMMUNITY SERVICES	1-4-7500-2410	GSP - MEMBERSHIP FEES		\$354.31	\$600.00	\$245.69	59%	Memberships to ORFA for staff are paid through the year on their membership anniversary.
COMMUNITY SERVICES	1-4-7500-2564	GSP - SKATE SHARPENING		\$262.50	\$500.00	\$237.50	53%	
COMMUNITY SERVICES	1-4-7500-4010	GSP - CONTRACTED SERVICES		\$4,016.03	\$1,000.00	-\$3,016.03	402%	
COMMUNITY SERVICES	1-4-7500-5120	GSP - SNOW REMOVAL		\$3,915.00	\$8,500.00	\$4,585.00	46%	
COMMUNITY SERVICES	1-4-7500-7722	GSP - PROGRAMMING		\$4,100.00	\$5,000.00	\$900.00	82%	
COMMUNITY SERVICES	1-5-7000-8000	CAPITAL - MRA GROUPS		\$72,072.47	\$98,500.00	\$26,427.53	73%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	BALL	\$3,400.00	\$8,000.00	\$4,600.00	43%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	COMPRS	\$12,560.00	\$12,000.00	-\$560.00	105%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	ENGINR	\$0.00	\$200,000.00	\$200,000.00	0%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	MAIN	\$0.00	\$10,000.00	\$10,000.00	0%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	PAINT	\$0.00	\$25,000.00	\$25,000.00	0%	
COMMUNITY SERVICES	1-5-7100-8000	CAPITAL - MSC	PARK	\$0.00	\$8,000.00	\$8,000.00	0%	
COMMUNITY SERVICES	1-5-7200-8000	CAPITAL - ISLAND PARK	CENO	\$9,615.88	\$10,000.00	\$384.12	96%	
COMMUNITY SERVICES	1-5-7200-8000	CAPITAL - ISLAND PARK	DOCK	\$20,046.51	\$15,000.00	-\$5,046.51	134%	
COMMUNITY SERVICES	1-5-7200-8000	CAPITAL - ISLAND PARK	SPLASH	\$13,201.58	\$25,000.00	\$11,798.42	53%	
COMMUNITY SERVICES	1-5-7300-8000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	AIREX	\$0.00	\$25,000.00	\$25,000.00	0%	
COMMUNITY SERVICES	1-5-7300-8000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	LWNBWL	\$8,275.00	\$9,000.00	\$725.00	92%	
COMMUNITY SERVICES	1-5-7300-8000	CAPITAL - DOME - INDOOR SPORTS COMPLEX	TENNIS	\$0.00	\$5,000.00	\$5,000.00	0%	
COMMUNITY SERVICES	1-5-7400-8000	CAPITAL - LIBRARY		\$22,899.36	\$25,000.00	\$2,100.64	92%	
COMMUNITY SERVICES	1-5-7500-8000	CAPITAL - GSP	GSPNET	\$22,393.48	\$25,000.00	\$2,606.52	90%	
COMMUNITY SERVICES	1-5-7500-8000	CAPITAL - GSP	LED	\$11,000.00	\$7,000.00	-\$4,000.00	157%	
COMMUNITY SERVICES	1-5-7500-8000	CAPITAL - GSP	SCRUB	\$12,699.80	\$23,000.00	\$10,300.20	55%	
COMMUNITY SERVICES	1-4-7100-1225	MSC - INSURANCE		\$45,449.53	\$24,999.00	-\$20,450.53	182%	Insurance costs to be reviewed for 2025.
COUNCIL	1-4-1000-1010	COUNCIL - SALARIES		\$129,058.14	\$147,820.00	\$18,761.86	87%	
COUNCIL	1-4-1000-1110	COUNCIL - BENEFITS		\$8,205.61	\$11,678.00	\$3,472.39	70%	
COUNCIL	1-4-1000-5000	COUNCIL - MAYOR CONVENTIONS & EXPENSES		\$13,346.86	\$8,360.00	-\$4,986.86	160%	Will be reimbursed from the Counties.
COUNCIL	1-4-1000-5001	COUNCIL - DPTY MAYOR CONVENTION EXPENSES		\$8,067.90	\$3,360.00	-\$4,707.90	240%	Will be reimbursed from the Counties.
COUNCIL	1-4-1000-5002	COUNCILLOR AT LARGE - CONVENTION & EXPEN		\$502.53	\$5,510.00	\$5,007.47	9%	
COUNCIL	1-4-1000-5003	COUNCILLOR - ALEXANDRIA WARD		\$11,265.32	\$5,510.00	-\$5,755.32	204%	
COUNCIL	1-4-1000-5004	COUNCILLOR - KENYON WARD		\$11,104.41	\$5,510.00	-\$5,594.41	202%	
COUNCIL	1-4-1000-5005	COUNCILLOR - LOCHIEL WARD		\$9,441.27	\$5,510.00	-\$3,931.27	171%	
COUNCIL	1-4-1000-5006	COUNCILLOR - MAXVILLE WARD		\$10,398.08	\$5,510.00	-\$4,888.08	189%	
COUNCIL	1-4-1000-5010	COUNCIL - GENERAL EXPENSES		\$400.00	\$3,000.00	\$2,600.00	13%	
ECONOMIC DEVELOPMENT	1-3-1950-3000	ECON DEV - WAGE SUBSIDY		-\$4,761.11	-\$4,000.00	\$761.11	119%	
ECONOMIC DEVELOPMENT	1-3-1950-8001	ECON DEV - TRANSFER FROM RESERVES		\$0.00	-\$15,000.00	-\$15,000.00	0%	
ECONOMIC DEVELOPMENT	1-4-1950-1010	ECON DEV - WAGES		\$75,726.53	\$99,625.00	\$23,898.47	76%	
ECONOMIC DEVELOPMENT	1-4-1950-1015	ECON DEV - PART-TIME WAGES		\$7,638.15	\$4,073.00	-\$3,565.15	188%	
ECONOMIC DEVELOPMENT	1-4-1950-1110	ECON DEV - BENEFITS		\$22,908.41	\$26,672.00	\$3,763.59	86%	
ECONOMIC DEVELOPMENT	1-4-1950-2025	ECON DEV - MILEAGE		\$3,036.71	\$4,000.00	\$963.29	76%	
ECONOMIC DEVELOPMENT	1-4-1950-2026	ECON DEV - MEETING		\$1,636.78	\$3,000.00	\$1,363.22	55%	
ECONOMIC DEVELOPMENT	1-4-1950-2034	ECON DEV - SPONSORSHIP		\$925.43	\$5,000.00	\$4,074.57	19%	
ECONOMIC DEVELOPMENT	1-4-1950-2035	ECON DEV - TRAINING CONFERENCE		\$4,921.47	\$6,000.00	\$1,078.53	82%	
ECONOMIC DEVELOPMENT	1-4-1950-2049	ECON DEV - CELL PHONES		\$1,211.85	\$1,250.00	\$38.15	97%	
ECONOMIC DEVELOPMENT	1-4-1950-2050	ECON DEV - TELEPHONE		\$126.19	\$300.00	\$173.81	42%	
ECONOMIC DEVELOPMENT	1-4-1950-2125	ECON DEV - SUPPLIES		\$379.80	\$1,000.00	\$620.20	38%	
ECONOMIC DEVELOPMENT	1-4-1950-2130	ECON DEV - COMPUTER EXPENSE		\$358.30	\$1,150.00	\$791.70	31%	
ECONOMIC DEVELOPMENT	1-4-1950-2140	ECON DEV - PHOTOCOPIER		\$948.44	\$2,000.00	\$1,051.56	47%	
ECONOMIC DEVELOPMENT	1-4-1950-2300	ECON DEV - ADVERTISING		\$10,794.18	\$22,000.00	\$11,205.82	49%	
ECONOMIC DEVELOPMENT	1-4-1950-2410	ECON DEV - MEMBERSHIP FEES		\$1,577.24	\$1,500.00	-\$77.24	105%	
ECONOMIC DEVELOPMENT	1-4-1950-3702	ECON DEV - CIP IMPROVEMENT GRANT		\$26,496.62	\$30,000.00	\$3,503.38	88%	
ECONOMIC DEVELOPMENT	1-4-1950-3703	ECON DEV - CIP OPERATING EXPENSE		\$228.96	\$1,000.00	\$771.04	23%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
ECONOMIC DEVELOPMENT	1-4-1950-4102	ECON DEV - TREE PROGRAM		\$2,898.59	\$5,000.00	\$2,101.41	58%	
ECONOMIC DEVELOPMENT	1-5-1950-8000	CAPITAL - ECONOMIC DEVELOPMENT	WEBSTE	\$4,655.52	\$15,000.00	\$10,344.48	31%	
FIRE	1-4-2000-1225	FIRE - INSURANCE		\$79,004.89	\$54,721.00	-\$24,283.89	144%	Insurance costs to be reviewed for 2025.
FIRE	1-3-2000-7200	FIRE - BURN PERMITS		-\$3,350.00	-\$3,000.00	\$350.00	112%	
FIRE	1-3-2000-7206	FIRE - MANDATORY INSPECTIONS		-\$2,000.00	-\$6,000.00	-\$4,000.00	33%	
FIRE	1-3-2000-7230	FIRE - FEES FROM RESIDENTS		-\$1,442.88	-\$30,000.00	-\$28,557.12	5%	
FIRE	1-3-2000-7231	FIRE - FEES OTHER MUNICIPALITIES		\$0.00	-\$10,000.00	-\$10,000.00	0%	
FIRE	1-3-2000-7233	FIRE - REVENUES MTO CLAIMS		-\$26,735.22	-\$27,000.00	-\$264.78	99%	
FIRE	1-3-2000-7710	FIRE - FACILITY RENTALS		-\$5,288.00	-\$2,500.00	\$2,788.00	212%	
FIRE	1-3-2000-7850	FIRE - SALE OF EQUIPMENT		\$0.00	-\$20,000.00	-\$20,000.00	0%	
FIRE	1-3-2000-8001	FIRE - TRANSFER FROM RESERVES		\$0.00	-\$30,000.00	-\$30,000.00	0%	
FIRE	1-4-2000-1010	FIRE - WAGES		\$162,434.58	\$178,787.00	\$16,352.42	91%	
FIRE	1-4-2000-1015	FIRE - PART-TIME WAGES		\$150,499.25	\$251,000.00	\$100,500.75	60%	
FIRE	1-4-2000-1110	FIRE - EMPLOYEE BENEFITS		\$51,602.40	\$47,695.00	-\$3,907.40	108%	
FIRE	1-4-2000-1500	FIRE - LOAN PAYMENT VEHICLES		\$130,983.79	\$265,067.00	\$134,083.21	49%	
FIRE	1-4-2000-1510	FIRE - LOAN PAYMENT SCBA EQUIPMENT		\$13,991.51	\$27,800.00	\$13,808.49	50%	
FIRE	1-4-2000-2021	FIRE - PERSONAL PROTECTIVE EQUIP		\$22,493.71	\$35,000.00	\$12,506.29	64%	
FIRE	1-4-2000-2025	FIRE - MILEAGE & TRAVEL		\$3,192.84	\$1,000.00	-\$2,192.84	319%	
FIRE	1-4-2000-2026	FIRE - MEETING		\$1,825.23	\$2,000.00	\$174.77	91%	
FIRE	1-4-2000-2039	FIRE - RESPONSE EXPENSES		\$4,955.18	\$2,500.00	-\$2,455.18	198%	
FIRE	1-4-2000-2040	FIRE - TRAINING		\$21,502.47	\$26,000.00	\$4,497.53	83%	
FIRE	1-4-2000-2041	FIRE - Prevention		\$2,208.47	\$5,000.00	\$2,791.53	44%	
FIRE	1-4-2000-2048	FIRE - DISPATCH SERVICE		\$40,854.12	\$52,480.00	\$11,625.88	78%	
FIRE	1-4-2000-2049	FIRE - CELL PHONES		\$4,199.39	\$6,000.00	\$1,800.61	70%	
FIRE	1-4-2000-2050	FIRE - TELEPHONE		\$1,610.87	\$2,000.00	\$389.13	81%	
FIRE	1-4-2000-2051	FIRE - COURIER		\$812.54	\$2,500.00	\$1,687.46	33%	
FIRE	1-4-2000-2055	FIRE - ENBRIDGE		\$3,708.30	\$5,500.00	\$1,791.70	67%	
FIRE	1-4-2000-2056	FIRE - HYDRO		\$12,729.69	\$22,000.00	\$9,270.31	58%	
FIRE	1-4-2000-2057	FIRE - WATER/SEWER		\$2,880.49	\$2,000.00	-\$880.49	144%	
FIRE	1-4-2000-2065	FIRE - FURNACE OIL/PROPANE		\$7,749.61	\$8,000.00	\$250.39	97%	
FIRE	1-4-2000-2079	FIRE - FIRST AID MATERIALS		\$173.25	\$2,500.00	\$2,326.75	7%	
FIRE	1-4-2000-2102	FIRE - TRAINING PROPERTY RENTAL		-\$123.00	\$2,238.00	\$2,361.00	-5%	\$2,000 to be reallocated to revenue.
FIRE	1-4-2000-2110	FIRE - TOOLS/EQUIPMENT REPLACEMENT		\$223.77	\$9,000.00	\$8,776.23	2%	
FIRE	1-4-2000-2111	FIRE - UNIFORMS		\$11,407.70	\$9,000.00	-\$2,407.70	127%	
FIRE	1-4-2000-2112	FIRE - NEW EQUIPMENT		\$11,829.43	\$15,000.00	\$3,170.57	79%	
FIRE	1-4-2000-2120	FIRE - OFFICE SUPPLIES		\$301.90	\$250.00	-\$51.90	121%	
FIRE	1-4-2000-2124	FIRE - JANITORIAL-HOUSEKEEPING		\$406.05	\$500.00	\$93.95	81%	
FIRE	1-4-2000-2125	FIRE - MATERIAL/SUPPLIES		\$9,708.49	\$4,000.00	-\$5,708.49	243%	
FIRE	1-4-2000-2130	FIRE - COMPUTER EQUIP & SUPPLIES		\$5,057.32	\$6,000.00	\$942.68	84%	
FIRE	1-4-2000-2131	FIRE - CLOUD HOSTING		\$3,794.39	\$4,200.00	\$405.61	90%	
FIRE	1-4-2000-2140	FIRE - PHOTOCOPIER EXPENSE		\$1,882.05	\$4,000.00	\$2,117.95	47%	
FIRE	1-4-2000-2150	FIRE - MAINTENANCE OF FIRE WELLS		\$0.00	\$1,000.00	\$1,000.00	0%	
FIRE	1-4-2000-2270	FIRE - FIRE FEES		\$13,716.57	\$30,000.00	\$16,283.43	46%	
FIRE	1-4-2000-2300	FIRE - ADVERTISING		\$0.00	\$1,500.00	\$1,500.00	0%	
FIRE	1-4-2000-2305	FIRE - RECOGNITION		\$243.41	\$4,000.00	\$3,756.59	6%	
FIRE	1-4-2000-2366	FIRE - BUILDING MAINTENANCE/SUPPLIES		\$13,131.50	\$13,000.00	-\$131.50	101%	
FIRE	1-4-2000-2367	FIRE - RADIO LICENCES		\$7,577.47	\$5,000.00	-\$2,577.47	152%	
FIRE	1-4-2000-2368	FIRE - EQUIPMENT MAINTENANCE		\$14,609.60	\$25,000.00	\$10,390.40	58%	
FIRE	1-4-2000-2369	FIRE - PPE MAINTENANCE		\$12,771.92	\$13,000.00	\$228.08	98%	
FIRE	1-4-2000-2399	FIRE - VEHICLE MAINTENANCE		\$115,920.34	\$50,000.00	-\$65,920.34	232%	
FIRE	1-4-2000-2400	FIRE - GAS/OIL/DIESEL		\$26,328.21	\$19,000.00	-\$7,328.21	139%	
FIRE	1-4-2000-2410	FIRE - ASSOCIATION & MEMBERSHIP FEES		\$369.81	\$2,000.00	\$1,630.19	18%	
FIRE	1-4-2000-3010	FIRE - EQUIPMENT LEASING		\$16,404.93	\$45,000.00	\$28,595.07	36%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
FIRE	1-4-2000-5010	FIRE - GENERAL EXPENSES		\$37.71	\$800.00	\$762.29	5%	
FIRE	1-4-2000-7200	FIRE - BURN PERMIT EXPENSE		\$0.00	\$2,000.00	\$2,000.00	0%	
FIRE	1-5-2000-8000	CAPITAL - FIRE DEPARTMENT	STATIO	\$11,454.29	\$30,000.00	\$18,545.71	38%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	PUMPER	\$0.00	\$800,000.00	\$800,000.00	0%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #36	\$182,089.47	\$380,000.00	\$197,910.53	48%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #49	\$50,935.33	\$48,000.00	-\$2,935.33	106%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #60	\$50,976.92	\$48,000.00	-\$2,976.92	106%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #72	\$388,814.10	\$380,000.00	-\$8,814.10	102%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	RE #75	\$50,976.92	\$50,000.00	-\$976.92	102%	
FLEET	1-5-3000-8000	CAPITAL - CORPORATE FLEET	TRACK	\$13,817.95	\$15,000.00	\$1,182.05	92%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	CLDPTC	\$0.00	\$52,000.00	\$52,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	DUMP	\$15,599.82	\$15,000.00	-\$599.82	104%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	LAWN	\$0.00	\$12,000.00	\$12,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	SNWBRLR	\$0.00	\$5,000.00	\$5,000.00	0%	
MACHINERY & EQUIPMENT	1-5-3001-8000	CAPITAL - MACHINERY & EQUIPMENT	TRIM	\$0.00	\$500.00	\$500.00	0%	
OTHER SERVICES	1-4-2260-1015	CROSSING GUARD - PART-TIME WAGES		\$6,470.71	\$7,374.00	\$903.29	88%	
OTHER SERVICES	1-4-2260-1110	CROSSING GUARD BENEFITS		\$730.48	\$996.00	\$265.52	73%	
OTHER SERVICES	1-4-2300-2024	AMBULANCE - OPERATING COSTS		\$775.42	\$3,000.00	\$2,224.58	26%	
OTHER SERVICES	1-4-2600-2710	TRANSFER TO RRCA		\$40,610.25	\$114,606.00	\$73,995.75	35%	
OTHER SERVICES	1-4-2600-2715	TRANSFER TO SNRCA		\$16,595.00	\$16,595.00	\$0.00	100%	
PUBLIC WORKS	1-4-4020-1225	LF - INSURANCE		\$13,017.73	\$11,606.00	-\$1,411.73	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-3-3000-3020	ROADS - AGGREGATE RESOURCES		-\$5,885.38	-\$10,000.00	-\$4,114.62	59%	
PUBLIC WORKS	1-3-3000-5015	ROADS - OCIF FUNDING		-\$538,910.00	-\$646,692.00	-\$107,782.00	83%	
PUBLIC WORKS	1-3-3000-5089	ROADS - CCBF formerly FEDERAL GAS TAX		-\$159,071.29	-\$334,548.00	-\$175,476.71	48%	
PUBLIC WORKS	1-3-3000-7121	ROADS - PERMIT FEES		-\$14,095.40	-\$500.00	\$13,595.40	2819%	Revenue from new online permit system. Revenue will be updated in the 2025 budget.
PUBLIC WORKS	1-3-3000-7504	ROADS - STUDENT GRANTS		\$0.00	-\$34,720.00	-\$34,720.00	0%	Did not receive a grant for 2024.
PUBLIC WORKS	1-3-3000-7911	ROADS - RECOVERABLE		-\$24,925.68	-\$12,000.00	\$12,925.68	208%	
PUBLIC WORKS	1-3-3000-8001	ROADS - TRANSFER FROM RESERVES		\$0.00	-\$1,377,000.00	-\$1,377,000.00	0%	
PUBLIC WORKS	1-3-3000-8100	ROADS - FINANCE CAPITAL PURCHASES		\$0.00	-\$1,580,000.00	-\$1,580,000.00	0%	
PUBLIC WORKS	1-3-4020-7400	LF - LANDFILL SITE REVENUES		-\$1,180.98	-\$5,000.00	-\$3,819.02	24%	
PUBLIC WORKS	1-3-4020-7401	LF - GARBAGE & RECYCLING CHARGES ON TAX		-\$817,245.00	-\$815,000.00	\$2,245.00	100%	
PUBLIC WORKS	1-3-4020-7402	LF - GARBAGE BAG TAGS & BLUE BOXES		-\$8,334.00	-\$5,000.00	\$3,334.00	167%	
PUBLIC WORKS	1-3-4020-7403	LF - LAFLECHE - COMMERCIAL PORTION		\$0.00	-\$8,000.00	-\$8,000.00	0%	
PUBLIC WORKS	1-3-4020-7404	LF - MHSW - MUN HAZ SPECIAL WASTE		-\$1,234.62	-\$15,000.00	-\$13,765.38	8%	
PUBLIC WORKS	1-3-4020-7405	LF - FUEL SURCHARGE REVENUE		\$0.00	-\$500.00	-\$500.00	0%	
PUBLIC WORKS	1-3-4020-7503	LF - GRANTS		\$0.00	-\$2,000.00	-\$2,000.00	0%	
PUBLIC WORKS	1-3-4020-8001	LF - TRANSFER FROM RESERVES		\$0.00	-\$90,000.00	-\$90,000.00	0%	
PUBLIC WORKS	1-3-4030-3000	RARE - WAGE SUBSIDY		\$0.00	-\$2,000.00	-\$2,000.00	0%	
PUBLIC WORKS	1-3-4030-7419	RARE - LCBO BOTTLE DEPOSIT		-\$20,511.80	-\$22,000.00	-\$1,488.20	93%	
PUBLIC WORKS	1-3-4030-7422	RARE - TUBS & LIDS 3 TO 7		\$0.02	-\$3,760.00	-\$3,760.02	0%	
PUBLIC WORKS	1-3-4030-7423	RARE - OTHER REVENUE		-\$12,262.75	-\$500.00	\$11,762.75	2453%	
PUBLIC WORKS	1-3-4030-7424	RARE - ALUMINUM		\$0.00	-\$25,000.00	-\$25,000.00	0%	
PUBLIC WORKS	1-3-4030-7425	RARE - METAL		-\$11,595.15	-\$8,400.00	\$3,195.15	138%	
PUBLIC WORKS	1-3-4030-7428	RARE - PLASTIC HDPE#2		-\$4,080.44	-\$10,000.00	-\$5,919.56	41%	
PUBLIC WORKS	1-3-4030-7429	RARE - PET #1		-\$24,141.50	-\$20,000.00	\$4,141.50	121%	
PUBLIC WORKS	1-3-4030-7430	RARE - CARDBOARD		-\$84,327.82	-\$90,000.00	-\$5,672.18	94%	
PUBLIC WORKS	1-3-4030-7431	RARE - MIXED PLASTICS 1 TO 7		\$0.00	-\$1,400.00	-\$1,400.00	0%	
PUBLIC WORKS	1-3-4030-7432	RARE - NEWSPRINT #8		-\$8,453.05	-\$15,000.00	-\$6,546.95	56%	
PUBLIC WORKS	1-3-4030-7433	RARE - OFFICE MIX		\$0.00	-\$1,600.00	-\$1,600.00	0%	
PUBLIC WORKS	1-3-4030-7503	RARE - GRANTS		-\$243,159.76	-\$307,000.00	-\$63,840.24	79%	
PUBLIC WORKS	1-3-4031-7753	LARGE ITEM PICKUP - OTHER REVENUE		-\$2,691.56	-\$2,239.00	\$452.56	120%	



**2024 Variance Report**  
**As at November 21, 2024**

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-3-9300-4900	WATER - DOMESTIC - ALEXANDRIA		-\$1,227,774.11	-\$1,808,660.00	-\$580,885.89	68%	
PUBLIC WORKS	1-3-9300-4903	WATER-GLEN ROBERTSON		-\$44,679.77	-\$43,060.00	\$1,619.77	104%	
PUBLIC WORKS	1-3-9300-4905	WATER - PENALTY & INTEREST		-\$17,261.59	-\$20,000.00	-\$2,738.41	86%	
PUBLIC WORKS	1-3-9300-4906	WATER-OTHER INCOME		-\$17,604.07	-\$10,000.00	\$7,604.07	176%	
PUBLIC WORKS	1-3-9300-4908	WATER - DOMESTIC - MAXVILLE		-\$247,619.73	-\$244,800.00	\$2,819.73	101%	
PUBLIC WORKS	1-3-9300-4909	WATER - COMMERCIAL - MAXVILLE		-\$79,554.81	-\$76,500.00	\$3,054.81	104%	
PUBLIC WORKS	1-3-9300-4940	SEWER FEES - ALEXANDRIA		-\$847,369.55	-\$979,761.00	-\$132,391.45	86%	
PUBLIC WORKS	1-3-9300-4941	SEWER FEES - MAXVILLE		-\$162,693.88	-\$175,681.00	-\$12,987.12	93%	
PUBLIC WORKS	1-3-9300-4951	WATER/SEWER CONNECTION FEES		-\$21,000.00	-\$20,000.00	\$1,000.00	105%	
PUBLIC WORKS	1-3-9300-4961	USER FEES - WETLANDS CAPITAL RECOVERY		-\$10,805.69	-\$15,000.00	-\$4,194.31	72%	
PUBLIC WORKS	1-3-9300-4971	WATER -HYDRANT RENTAL		\$0.00	-\$20,000.00	-\$20,000.00	0%	
PUBLIC WORKS	1-3-9400-8001	NGS - TRANSFER FROM RESERVES		\$0.00	-\$583,149.00	-\$583,149.00	0%	
PUBLIC WORKS	1-4-3011-4010	BRIDGES - CONTRACTED SEVICES		\$5,708.74	\$6,000.00	\$291.26	95%	
PUBLIC WORKS	1-4-3012-2125	RD MTCE - MATERIALS/SUPPLIES		\$19,669.20	\$25,000.00	\$5,330.80	79%	
PUBLIC WORKS	1-4-3012-2325	RD MTCE - BEAUTIFICATION		\$5,103.09	\$7,000.00	\$1,896.91	73%	
PUBLIC WORKS	1-4-3012-4110	RD MTCE - BRUSHING & TRIMMING		\$2,935.16	\$5,000.00	\$2,064.84	59%	
PUBLIC WORKS	1-4-3012-4300	RD MTCE - CATCH BASINS AND CURBS		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-3012-4350	RD MTCE - DEBRIS/ LITTER PICK UP		\$357.08	\$1,000.00	\$642.92	36%	
PUBLIC WORKS	1-4-3012-4351	RD MTCE - TOP SOIL		\$2,114.06	\$1,000.00	-\$1,114.06	211%	
PUBLIC WORKS	1-4-3035-2125	SIDEWK - MATERIALS/SUPPLIES		\$730.58	\$7,500.00	\$6,769.42	10%	
PUBLIC WORKS	1-4-3035-4010	SIDEWK - CONTRACTED SERVICES		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-3045-2125	LSTOP - MATERIALS/SUPPLIES		\$0.00	\$4,000.00	\$4,000.00	0%	
PUBLIC WORKS	1-4-3045-5205	LSTOP - DUST LAYER		\$181,439.04	\$190,000.00	\$8,560.96	95%	
PUBLIC WORKS	1-4-3046-5190	HRDTP MTCE - PATCHING AND WASHOUTS		\$17,557.56	\$14,000.00	-\$3,557.56	125%	
PUBLIC WORKS	1-4-3046-5191	HRDTP MTCE - BRUSHING AND DITCHING		\$31,787.28	\$20,000.00	-\$11,787.28	159%	
PUBLIC WORKS	1-4-3046-5194	HRDTP MTCE - SWEEPING AND CLEANING		\$990.00	\$10,000.00	\$9,010.00	10%	
PUBLIC WORKS	1-4-3055-2125	PLOWING/SALTING - MATERIALS/SUPPLIES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-3055-4010	PLOWING/SALTING - CONTRACTED SERVICES		\$2,086.08	\$2,000.00	-\$86.08	104%	
PUBLIC WORKS	1-4-3055-5125	PLOWING/SALTING - SALT		\$33,359.68	\$92,820.00	\$59,460.32	36%	
PUBLIC WORKS	1-4-3055-5126	PLOWING/SALTING - STONE DUST		\$0.00	\$71,400.00	\$71,400.00	0%	
PUBLIC WORKS	1-4-3056-2125	SNOW REMOVAL - MATERIALS/SUPPLIES		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-3056-4010	SNOW REMOVAL - CONTRACTED SERVICES		\$31,337.06	\$70,000.00	\$38,662.94	45%	
PUBLIC WORKS	1-4-3060-2125	S.S. - MATERIALS/SUPPLIES		\$0.00	\$2,500.00	\$2,500.00	0%	
PUBLIC WORKS	1-4-3060-4010	S.S. - CONTRACTED SERVICES		\$3,185.09	\$20,000.00	\$16,814.91	16%	
PUBLIC WORKS	1-4-3061-2125	S.D. - MATERIALS/SUPPLIES		\$15,735.60	\$10,000.00	-\$5,735.60	157%	
PUBLIC WORKS	1-4-3061-3010	S.D. - EQUIPMENT RENTALS		\$27,092.32	\$40,000.00	\$12,907.68	68%	
PUBLIC WORKS	1-4-3062-2056	ST. LIGHTS - HYDRO		\$61,966.88	\$73,500.00	\$11,533.12	84%	
PUBLIC WORKS	1-4-3062-2368	ST. LIGHTS - EQUIPMENT MAINTENANCE		\$7,748.28	\$5,000.00	-\$2,748.28	155%	Increase in reports of burnt streetlights.
PUBLIC WORKS	1-4-3062-5010	ST. LIGHTS - X-MAS DECORATION		\$712.32	\$2,300.00	\$1,587.68	31%	
PUBLIC WORKS	1-4-3101-1010	ROADS - WAGES - FULL TIME		\$874,609.17	\$1,023,565.00	\$148,955.83	85%	
PUBLIC WORKS	1-4-3101-1015	ROADS - PART TIME WAGES		\$87,900.35	\$116,562.00	\$28,661.65	75%	
PUBLIC WORKS	1-4-3101-1035	ROADS - OVERTIME		\$63,863.69	\$85,000.00	\$21,136.31	75%	
PUBLIC WORKS	1-4-3101-1110	ROADS - BENEFITS		\$307,467.60	\$369,667.00	\$62,199.40	83%	
PUBLIC WORKS	1-4-3101-1502	ROADS - LTD FINANCE CHARGES		\$39,343.98	\$101,695.00	\$62,351.02	39%	
PUBLIC WORKS	1-4-3101-2020	ROADS - HEALTH & SAFETY		\$1,889.27	\$2,500.00	\$610.73	76%	
PUBLIC WORKS	1-4-3101-2021	ROADS - WORK BOOTS & CLOTHING		\$7,993.69	\$9,600.00	\$1,606.31	83%	
PUBLIC WORKS	1-4-3101-2025	ROADS - MILEAGE & TRAVEL		\$582.97	\$500.00	-\$82.97	117%	
PUBLIC WORKS	1-4-3101-2026	ROADS - MEETING ATTENDANCE		\$0.00	\$120.00	\$120.00	0%	
PUBLIC WORKS	1-4-9400-1225	NGS - INSURANCE		\$20,853.49	\$18,592.00	-\$2,261.49	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-3101-2035	ROADS - CONFERENCES/WORKSHOPS/TRAINING		\$24,549.51	\$20,000.00	-\$4,549.51	123%	
PUBLIC WORKS	1-4-3101-2049	ROADS - CELL PHONES		\$12,898.27	\$11,000.00	-\$1,898.27	117%	
PUBLIC WORKS	1-4-3101-2050	ROADS - TELEPHONE		\$2,388.89	\$3,000.00	\$611.11	80%	
PUBLIC WORKS	1-4-3101-2051	ROADS - COURIER		\$1,196.22	\$1,000.00	-\$196.22	120%	

**2024 Variance Report**  
**As at November 21, 2024**

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-3101-2055	ROADS - ENBRIDGE		\$9,094.21	\$17,000.00	\$7,905.79	53%	
PUBLIC WORKS	1-4-3101-2056	ROADS - HYDRO		\$14,962.09	\$20,000.00	\$5,037.91	75%	
PUBLIC WORKS	1-4-3101-2057	ROADS - WATER/SEWER		\$853.32	\$1,300.00	\$446.68	66%	
PUBLIC WORKS	1-4-3101-2065	ROADS - OIL FURNACE		\$6,178.66	\$11,000.00	\$4,821.34	56%	
PUBLIC WORKS	1-4-3101-2110	ROADS - TOOLS		\$4,248.17	\$10,000.00	\$5,751.83	42%	
PUBLIC WORKS	1-4-3101-2120	ROADS - OFFICE SUPPLIES		\$3,801.95	\$2,000.00	-\$1,801.95	190%	
PUBLIC WORKS	1-4-3101-2124	ROADS - JANITORIAL/HOUSEKEEPING SUPPLIES		\$207.62	\$500.00	\$292.38	42%	
PUBLIC WORKS	1-4-3101-2125	ROADS - MATERIAL SUPPLIES		\$14,908.70	\$33,000.00	\$18,091.30	45%	
PUBLIC WORKS	1-4-3101-2130	ROADS - COMPUTER FEES & EQUIPMENT		\$11,266.10	\$14,831.00	\$3,564.90	76%	
PUBLIC WORKS	1-4-3101-2131	ROADS - COMPUTER HOSTING FEES		\$23,662.31	\$30,000.00	\$6,337.69	79%	
PUBLIC WORKS	1-4-3101-2210	ROADS - LEGAL FEES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-3101-2300	ROADS - ADVERTISING		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-3101-2325	ROADS - PUBLICITY & PROMOTION		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-3101-2366	ROADS - BUILDING MAINTENANCE/SUPPLIES		\$9,251.38	\$10,000.00	\$748.62	93%	
PUBLIC WORKS	1-4-3101-2368	ROADS - EQUIPMENT MAINTENANCE		\$192,680.34	\$170,000.00	-\$22,680.34	113%	
PUBLIC WORKS	1-4-3101-2370	ROADS - TRUCK LICENCING		\$16,623.75	\$19,500.00	\$2,876.25	85%	
PUBLIC WORKS	1-4-3101-2400	ROADS - GAS/OIL/DIESEL		\$159,068.82	\$241,658.00	\$82,589.18	66%	
PUBLIC WORKS	1-4-3101-2410	ROADS - ASSOC & MEMBERSHIP FEES		\$2,560.12	\$2,000.00	-\$560.12	128%	Paid at the beginning of the year.
PUBLIC WORKS	1-4-3101-4002	ROADS - CENTRE LINE PAINTING		\$0.00	\$15,000.00	\$15,000.00	0%	
PUBLIC WORKS	1-4-3101-4010	ROADS - CONTRACT/CONTRACTED SERVICES		\$1,941.59	\$35,600.00	\$33,658.41	5%	
PUBLIC WORKS	1-4-3101-4105	ROADS - WEED CONTROL		\$224.48	\$10,000.00	\$9,775.52	2%	
PUBLIC WORKS	1-4-4010-4010	WASTE - CONTRACT/CONTRACTED SERVICES		\$212,459.38	\$317,436.00	\$104,976.62	67%	
PUBLIC WORKS	1-4-4010-4011	WASTE - RECYLING CONTRACTED SERVICES		\$129,258.84	\$200,215.00	\$70,956.16	65%	
PUBLIC WORKS	1-4-4020-1015	LF - PART-TIME WAGES		\$20,909.10	\$17,484.00	-\$3,425.10	120%	
PUBLIC WORKS	1-4-4020-1110	LF - BENEFITS		\$2,638.34	\$2,362.00	-\$276.34	112%	
PUBLIC WORKS	1-4-9400-2027	NGS - INSURANCE CLAIMS		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-4020-2013	LF - COVER MATERIAL		\$6,779.76	\$5,000.00	-\$1,779.76	136%	
PUBLIC WORKS	1-4-4020-2015	LF - PROPERTY TAXES		\$0.00	\$16,000.00	\$16,000.00	0%	
PUBLIC WORKS	1-4-4020-2021	LF - CLOTHING ALLOWANCE		\$0.00	\$300.00	\$300.00	0%	
PUBLIC WORKS	1-4-4020-2024	LF - OPERATING MTCE. EXPENSE		\$31,738.31	\$20,000.00	-\$11,738.31	159%	
PUBLIC WORKS	1-4-4020-2049	LF - CELL PHONE		\$193.97	\$600.00	\$406.03	32%	
PUBLIC WORKS	1-4-4020-2056	LF - HYDRO		\$1,937.15	\$2,500.00	\$562.85	77%	
PUBLIC WORKS	1-4-4020-2161	LF - COMPACTOR EXPENSE		\$6,645.78	\$5,000.00	-\$1,645.78	133%	
PUBLIC WORKS	1-4-4020-2187	LF - WASTE ACCEPTANCE FEES - LAFLECHE		\$109,831.40	\$170,451.00	\$60,619.60	64%	
PUBLIC WORKS	1-4-4020-2223	LF - CONSULTING FEES		\$62,861.75	\$65,000.00	\$2,138.25	97%	
PUBLIC WORKS	1-4-4020-2300	LF - ADVERTISING/EDUCATION		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4020-2368	LF - EQUIPMENT MAINTENANCE		\$0.00	\$1,500.00	\$1,500.00	0%	
PUBLIC WORKS	1-4-4020-2400	LF - GAS/OIL/DIESEL		\$547.14	\$700.00	\$152.86	78%	
PUBLIC WORKS	1-4-4020-2410	LF - ASSOCIATION FEES		\$0.00	\$800.00	\$800.00	0%	
PUBLIC WORKS	1-4-4020-2540	LF - SAMPLING AND MONITORING		\$26,264.04	\$25,675.00	-\$589.04	102%	
PUBLIC WORKS	1-4-4020-4023	LF - HOUSEHOLD HAZARDOUS WASTE DAY		\$5,913.82	\$60,000.00	\$54,086.18	10%	
PUBLIC WORKS	1-4-4020-4029	LF - NG COMMUNITY CLEAN-UP DAY		\$20,771.78	\$10,000.00	-\$10,771.78	208%	
PUBLIC WORKS	1-4-4020-9000	LF - TRANSFER TO RESERVES		\$0.00	\$50,000.00	\$50,000.00	0%	
PUBLIC WORKS	1-4-4030-1010	RARE - WAGES		\$203,038.19	\$233,265.00	\$30,226.81	87%	
PUBLIC WORKS	1-4-4030-1015	RARE - PART TIME WAGES		\$115,626.45	\$105,178.00	-\$10,448.45	110%	
PUBLIC WORKS	1-4-4030-1110	RARE - BENEFITS		\$91,257.35	\$95,129.00	\$3,871.65	96%	
PUBLIC WORKS	1-4-9300-1225	NGWT-INSURANCE		\$39,539.97	\$35,252.00	-\$4,287.97	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-4030-2015	RARE - PROPERTY TAXES		\$0.00	\$12,750.00	\$12,750.00	0%	
PUBLIC WORKS	1-4-4030-2020	RARE - HEALTH & SAFETY		\$1,310.39	\$1,500.00	\$189.61	87%	
PUBLIC WORKS	1-4-4030-2021	RARE - WORK BOOTS & CLOTHING		\$793.95	\$2,000.00	\$1,206.05	40%	
PUBLIC WORKS	1-4-4030-2024	RARE - GARBAGE & SNOW REMOVAL		\$2,540.00	\$16,000.00	\$13,460.00	16%	
PUBLIC WORKS	1-4-4030-2025	RARE - MILEAGE & TRAVEL		\$0.00	\$300.00	\$300.00	0%	
PUBLIC WORKS	1-4-4030-2026	RARE - MEETING ATTENDANCE		\$0.00	\$250.00	\$250.00	0%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-4030-2035	RARE - CONFERENCES/WORKSHOPS/TRAINING		\$3,447.27	\$2,000.00	-\$1,447.27	172%	
PUBLIC WORKS	1-4-4030-2049	RARE - CELL PHONE		\$377.54	\$1,800.00	\$1,422.46	21%	
PUBLIC WORKS	1-4-4030-2050	RARE - TELEPHONE		\$506.67	\$850.00	\$343.33	60%	
PUBLIC WORKS	1-4-4030-2055	RARE - ENBRIDGE		\$2,843.08	\$5,000.00	\$2,156.92	57%	
PUBLIC WORKS	1-4-4030-2056	RARE - HYDRO		\$11,437.80	\$18,000.00	\$6,562.20	64%	
PUBLIC WORKS	1-4-4030-2057	RARE - WATER/SEWER		\$963.73	\$1,200.00	\$236.27	80%	
PUBLIC WORKS	1-4-4030-2100	RARE - POSTAGE		\$0.00	\$100.00	\$100.00	0%	
PUBLIC WORKS	1-4-4030-2110	RARE - TOOLS		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2120	RARE - OFFICE SUPPLIES		\$101.85	\$500.00	\$398.15	20%	
PUBLIC WORKS	1-4-4030-2124	RARE - HOUSEKEEPING & JANITORIAL SUPPLIE		\$395.04	\$600.00	\$204.96	66%	
PUBLIC WORKS	1-4-4030-2125	RARE - WIRE MATERIAL		\$2,966.09	\$7,500.00	\$4,533.91	40%	
PUBLIC WORKS	1-4-4030-2130	RARE - COMPUTER EXPENSE		\$1,111.10	\$780.00	-\$331.10	142%	
PUBLIC WORKS	1-4-4030-2140	RARE - PHOTOCOPIER EXPENSE		\$118.17	\$1,200.00	\$1,081.83	10%	
PUBLIC WORKS	1-4-4030-2155	RARE - REPAIRS - MAGNETIC SEPARATOR		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2156	RARE - REPAIRS - CONVEYOR		\$0.00	\$3,000.00	\$3,000.00	0%	
PUBLIC WORKS	1-4-4030-2157	RARE - REPAIRS - BOBCAT		\$1,796.65	\$1,500.00	-\$296.65	120%	
PUBLIC WORKS	1-4-4030-2159	RARE - REPAIRS - VANS		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-2160	RARE - REPAIRS - BALER		\$1,655.95	\$2,000.00	\$344.05	83%	
PUBLIC WORKS	1-4-4030-2165	RARE - BALLISTIC/OCC HT STORAGE		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-2210	RARE - LEGAL FEES		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2223	RARE - CONSULTING FEES		\$810.00	\$2,000.00	\$1,190.00	41%	
PUBLIC WORKS	1-4-4030-2300	RARE - ADVERTISING		\$422.70	\$1,200.00	\$777.30	35%	
PUBLIC WORKS	1-4-4030-2325	RARE - PUBLICITY & PROMOTION		\$1,998.36	\$3,000.00	\$1,001.64	67%	
PUBLIC WORKS	1-4-4030-2366	RARE - BUILDING/ MAINTENANCE/SUPPLIES		\$3,542.44	\$6,000.00	\$2,457.56	59%	
PUBLIC WORKS	1-4-4030-2367	RARE - SHOP EQUIPMENT INVENTORY		\$0.00	\$4,500.00	\$4,500.00	0%	
PUBLIC WORKS	1-4-4030-2370	RARE - TRUCK LICENCING		\$0.00	\$150.00	\$150.00	0%	
PUBLIC WORKS	1-4-4030-2399	RARE - VEHICLE MAINTENANCE		\$359.71	\$1,000.00	\$640.29	36%	
PUBLIC WORKS	1-4-4030-2400	RARE - GAS/OIL/DIESEL		\$2,763.99	\$4,500.00	\$1,736.01	61%	
PUBLIC WORKS	1-4-4030-2410	RARE - ASSOC. & MEMBERSHIP FEES		\$582.00	\$1,000.00	\$418.00	58%	
PUBLIC WORKS	1-4-4030-2511	RARE - TRANSPORTATION		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-4030-2520	RARE - WEIGHING CHARGES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-3010	RARE - EQUIPMENT RENTAL/LEASING		\$26,580.50	\$32,000.00	\$5,419.50	83%	
PUBLIC WORKS	1-4-4030-3021	RARE - EQUIPMENT PURCHASES - OFFICE		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-5010	RARE - GENERAL EXPENSES		\$162.38	\$750.00	\$587.62	22%	
PUBLIC WORKS	1-4-4030-7430	RARE - PURCHASE - CARDBOARD		\$2,678.99	\$8,000.00	\$5,321.01	33%	
PUBLIC WORKS	1-4-4031-1015	LARGE ITEM PICKUP - PART TIME WAGES		\$0.00	\$2,000.00	\$2,000.00	0%	
PUBLIC WORKS	1-4-4031-2020	LARGE ITEM PICKUP - HEALTH & SAFETY		\$0.00	\$150.00	\$150.00	0%	
PUBLIC WORKS	1-4-4031-2024	LARGE ITEM PICKUP - GARBAGE DISPOSAL		\$0.00	\$1,673.00	\$1,673.00	0%	
PUBLIC WORKS	1-4-4031-2125	LARGE ITEM PICKUP - MATERIALS/SUPPLIES		\$326.19	\$480.00	\$153.81	68%	
PUBLIC WORKS	1-4-4031-2400	LARGE ITEM PICKUP - GAS/DIESEL/OIL		\$1,170.46	\$442.00	-\$728.46	265%	
PUBLIC WORKS	1-4-9300-1010	NGWT-WAGES		\$332,525.48	\$280,717.00	-\$51,808.48	118%	
PUBLIC WORKS	1-4-9300-1015	NGWT - PART TIME WAGES		\$691.89	\$5,961.00	\$5,269.11	12%	
PUBLIC WORKS	1-4-9300-1035	NGWT - OVERTIME		\$42,474.96	\$36,000.00	-\$6,474.96	118%	
PUBLIC WORKS	1-4-9300-1110	NGWT-BENEFITS		\$107,310.68	\$94,985.00	-\$12,325.68	113%	
PUBLIC WORKS	1-4-9300-1210	NGWT-WSIB CLAIMS PAID		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-4030-1225	RARE - INSURANCE		\$10,380.76	\$9,255.00	-\$1,125.76	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-9300-1500	NGWT - LTD MAXVILLE WATER PROJECT		\$217,047.12	\$433,316.00	\$216,268.88	50%	
PUBLIC WORKS	1-4-9300-2015	NGWT-MUNICIPAL TAXES		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-9300-2020	NGWT-HEALTH & SAFETY		\$90.09	\$2,400.00	\$2,309.91	4%	
PUBLIC WORKS	1-4-9300-2021	NGWT-WORK BOOTS & CLOTHING		\$64.53	\$3,240.00	\$3,175.47	2%	
PUBLIC WORKS	1-4-9300-2022	NGWT - PRESCRIPTION SAFETY GLASSES		\$0.00	\$750.00	\$750.00	0%	
PUBLIC WORKS	1-4-9300-2023	NGWT-BILLING OPERATING COSTS		\$659.64	\$1,500.00	\$840.36	44%	
PUBLIC WORKS	1-4-9300-2035	NGWT-CONFERENCES & WORKSHOPS		\$19,694.08	\$19,800.00	\$105.92	99%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-9300-2037	NGWT-CERTIFICATE RENEWAL		\$1,672.36	\$2,200.00	\$527.64	76%	
PUBLIC WORKS	1-4-9300-2049	NGWT-CELL PHONES		\$3,979.72	\$5,000.00	\$1,020.28	80%	
PUBLIC WORKS	1-4-9300-2050	NGWT-TELEPHONE		\$6,286.08	\$4,200.00	-\$2,086.08	150%	
PUBLIC WORKS	1-4-9300-2051	NGWT-COURIER		\$2,503.98	\$2,700.00	\$196.02	93%	
PUBLIC WORKS	1-4-9300-2055	NGWT-ENBRIDGE		\$7,016.75	\$10,000.00	\$2,983.25	70%	
PUBLIC WORKS	1-4-9300-2056	NGWT-HYDRO		\$50,836.61	\$67,500.00	\$16,663.39	75%	
PUBLIC WORKS	1-4-9300-2100	NGWT-POSTAGE		\$687.75	\$4,100.00	\$3,412.25	17%	
PUBLIC WORKS	1-4-9300-2110	NGWT-TOOLS		\$2,940.12	\$3,000.00	\$59.88	98%	
PUBLIC WORKS	1-4-9300-2114	NGWT-CHEMICALS		\$59,348.21	\$40,000.00	-\$19,348.21	148%	
PUBLIC WORKS	1-4-9300-2115	NGWT-COAGULENT		\$87,814.68	\$100,000.00	\$12,185.32	88%	
PUBLIC WORKS	1-4-9300-2116	NGWT-CHLORINE		\$31,224.89	\$27,500.00	-\$3,724.89	114%	
PUBLIC WORKS	1-4-9300-2120	NGWT-OFFICE SUPPLIES		\$1,194.96	\$3,000.00	\$1,805.04	40%	
PUBLIC WORKS	1-4-9300-2125	NGWT-MATERIALS & SUPPLIES		\$21,709.34	\$13,000.00	-\$8,709.34	167%	
PUBLIC WORKS	1-4-9300-2130	NGWT-COMPUTER SUPPLIES		\$5,783.11	\$6,500.00	\$716.89	89%	
PUBLIC WORKS	1-4-9300-2140	NGWT - PHOTOCOPIER EXPENSE		\$1,562.46	\$2,000.00	\$437.54	78%	
PUBLIC WORKS	1-4-9300-2162	NGWT - NW WATER METER/REPAIRS		\$821.46	\$2,000.00	\$1,178.54	41%	
PUBLIC WORKS	1-4-9300-2164	NGWT - WATER MAIN REPAIRS		\$82,347.02	\$120,000.00	\$37,652.98	69%	
PUBLIC WORKS	1-4-9300-2166	NGWT - FROZEN LINE REPAIRS		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9300-2201	NGWT-QMS AUDITING		\$1,941.58	\$7,000.00	\$5,058.42	28%	
PUBLIC WORKS	1-4-9300-2210	NGWT-LEGAL FEES		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-9300-2223	NGWT-CONSULTING FEES		\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-4-9300-2300	NGWT-ADVERTISING		\$0.00	\$1,500.00	\$1,500.00	0%	
PUBLIC WORKS	1-4-9300-2366	NGWT-BUILDING MTCE/SUPPLIES		\$8,058.83	\$7,000.00	-\$1,058.83	115%	
PUBLIC WORKS	1-4-9300-2368	NGWT-EQUIPMENT MTCE		\$49,167.33	\$45,000.00	-\$4,167.33	109%	
PUBLIC WORKS	1-4-9300-2370	NGWT - TRUCK LICENSING		\$159.15	\$1,000.00	\$840.85	16%	
PUBLIC WORKS	1-4-9300-2399	NGWT - VEHICLE MAINTENANCE		\$2,641.44	\$2,500.00	-\$141.44	106%	
PUBLIC WORKS	1-4-9300-2400	NGWT-GAS/OIL/DIESEL		\$10,085.48	\$12,000.00	\$1,914.52	84%	
PUBLIC WORKS	1-4-9300-2410	NGWT-ASSOC. & MEMBERSHIP FEES		\$20.34	\$1,500.00	\$1,479.66	1%	
PUBLIC WORKS	1-4-9300-2540	NGWT-SAMPLING		\$37,393.27	\$27,000.00	-\$10,393.27	138%	
PUBLIC WORKS	1-4-9300-3010	NGWT-EQUIPMENT RENTAL		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9300-3753	NGWT - METER READING		\$18,080.01	\$15,000.00	-\$3,080.01	121%	
PUBLIC WORKS	1-4-9300-4010	NGWT-CONTRACTS/CONTRACTED SERVICES		\$3,772.56	\$6,500.00	\$2,727.44	58%	
PUBLIC WORKS	1-4-9300-4114	NGWT - LOCATES		\$4,332.76	\$12,000.00	\$7,667.24	36%	
PUBLIC WORKS	1-4-9300-5120	NGWT - SNOW REMOVAL		\$1,867.29	\$13,000.00	\$11,132.71	14%	
PUBLIC WORKS	1-4-9300-7997	NGWT-EMERGENCY PHONE SYSTEM		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-9300-9000	NGWT-TRANSFER TO RESERVES		\$0.00	\$46,899.00	\$46,899.00	0%	
PUBLIC WORKS	1-4-9400-1010	NGS - WAGES		\$112,420.66	\$187,145.00	\$74,724.34	60%	
PUBLIC WORKS	1-4-9400-1035	NGS - OVERTIME		\$18,405.08	\$24,000.00	\$5,594.92	77%	
PUBLIC WORKS	1-4-9400-1110	NGS - BENEFITS		\$47,656.73	\$63,323.00	\$15,666.27	75%	
PUBLIC WORKS	1-4-3101-2027	ROAD - INSURANCE CLAIMS		\$107.24	\$5,000.00	\$4,892.76	2%	
PUBLIC WORKS	1-4-9400-1515	NGS - LTD WETLANDS		\$12,807.06	\$26,640.00	\$13,832.94	48%	
PUBLIC WORKS	1-4-9400-2015	NGS - MUNICIPAL TAXES		\$0.00	\$8,000.00	\$8,000.00	0%	
PUBLIC WORKS	1-4-9400-2020	NGS - HEALTH & SAFETY		\$3,851.52	\$2,000.00	-\$1,851.52	193%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2021	NGS - WORK BOOTS & CLOTHING		\$2,596.14	\$2,240.00	-\$356.14	116%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2023	NGS - BILLING OPERATING COSTS		\$529.92	\$2,000.00	\$1,470.08	26%	
PUBLIC WORKS	1-4-3101-1225	ROADS - INSURANCE		\$110,493.64	\$98,511.00	-\$11,982.64	112%	Insurance costs to be reviewed for 2025.
PUBLIC WORKS	1-4-9400-2035	NGS - CONFERENCE & WORKSHOPS		\$12,359.53	\$13,200.00	\$840.47	94%	
PUBLIC WORKS	1-4-9400-2037	NGS - LICENSE RENEWAL		\$1,095.00	\$1,000.00	-\$95.00	110%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2049	NGS - CELL PHONES		\$2,574.96	\$2,500.00	-\$74.96	103%	
PUBLIC WORKS	1-4-9400-2050	NGS - TELEPHONE		\$4,016.86	\$4,000.00	-\$16.86	100%	
PUBLIC WORKS	1-4-9400-2051	NGS - COURIER		\$1,493.60	\$1,800.00	\$306.40	83%	
PUBLIC WORKS	1-4-9400-2056	NGS - HYDRO		\$70,836.56	\$75,000.00	\$4,163.44	94%	
PUBLIC WORKS	1-4-9400-2110	NGS - TOOLS		\$421.10	\$1,000.00	\$578.90	42%	

## 2024 Variance Report As at November 21, 2024

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-4-9400-2114	NGS - CHEMICALS		\$3,232.41	\$8,000.00	\$4,767.59	40%	
PUBLIC WORKS	1-4-9400-2115	NGS - COAGULENT		\$50,056.29	\$65,000.00	\$14,943.71	77%	
PUBLIC WORKS	1-4-9400-2116	NGS - CHLORINE		\$0.00	\$25,000.00	\$25,000.00	0%	
PUBLIC WORKS	1-4-9400-2120	NGS - OFFICE SUPPLIES		\$755.42	\$400.00	-\$355.42	189%	Split between two accounts.
PUBLIC WORKS	1-4-9400-2125	NGS - MATERIALS/SUPPLIES		\$8,627.72	\$6,000.00	-\$2,627.72	144%	
PUBLIC WORKS	1-4-9400-2130	NGS - COMPUTER SUPPLIES		\$1,680.14	\$1,000.00	-\$680.14	168%	
PUBLIC WORKS	1-4-9400-2131	NGS - COMPUTER HOSTING FEES		\$12,161.61	\$8,000.00	-\$4,161.61	152%	
PUBLIC WORKS	1-4-9400-2140	NGS - PHOTOCOPIER EXPENSE		\$1,438.26	\$1,000.00	-\$438.26	144%	
PUBLIC WORKS	1-4-9400-2163	NGS - SEWER LINE REPAIRS		\$141,975.64	\$75,000.00	-\$66,975.64	189%	
PUBLIC WORKS	1-4-9400-2210	NGS - LEGAL FEES		\$0.00	\$5,000.00	\$5,000.00	0%	
PUBLIC WORKS	1-4-9400-2223	NGS - CONSULTING FEES		\$18,132.94	\$10,000.00	-\$8,132.94	181%	
PUBLIC WORKS	1-4-9400-2300	NGS-ADVERTISING		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9400-2366	NGS-BUILDING MTCE/SUPPLIES		\$1,993.52	\$5,000.00	\$3,006.48	40%	
PUBLIC WORKS	1-4-9400-2368	NGS-EQUIPMENT MTCE		\$16,348.90	\$35,000.00	\$18,651.10	47%	
PUBLIC WORKS	1-4-9400-2369	NGS-LAGOON MTCE		\$1,405.88	\$5,000.00	\$3,594.12	28%	
PUBLIC WORKS	1-4-9400-2370	NGS-TRUCK LICENCING		\$106.10	\$250.00	\$143.90	42%	
PUBLIC WORKS	1-4-9400-2399	NGS-VEHICLE MTCE		\$4,964.65	\$3,500.00	-\$1,464.65	142%	
PUBLIC WORKS	1-4-9400-2400	NGS-GAS/OIL/DIESEL		\$7,575.71	\$12,000.00	\$4,424.29	63%	
PUBLIC WORKS	1-4-9400-2410	NGS-ASSOC. & MEMBERSHIP FEES		\$0.00	\$500.00	\$500.00	0%	
PUBLIC WORKS	1-4-9400-2540	NGS-SAMPLING		\$25,816.59	\$23,000.00	-\$2,816.59	112%	
PUBLIC WORKS	1-4-9400-4010	NGS-CONTRACTS/CONTRACTED SERVICES		\$1,432.79	\$5,000.00	\$3,567.21	29%	
PUBLIC WORKS	1-4-9400-4100	NGS-GRASS CUTTING		\$0.00	\$1,000.00	\$1,000.00	0%	
PUBLIC WORKS	1-4-9400-4114	NGS - LOCATES		\$13,556.09	\$10,000.00	-\$3,556.09	136%	
PUBLIC WORKS	1-4-9400-5120	NGS - SNOW REMOVAL		\$3,052.80	\$13,000.00	\$9,947.20	23%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BR #1	\$97,185.41	\$110,000.00	\$12,814.59	88%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BR #23	\$15,080.84	\$15,000.00	-\$80.84	101%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BR #59	\$215,681.13	\$1,200,000.00	\$984,318.87	18%	
PUBLIC WORKS	1-5-3011-8000	CAPITAL - BRIDGES	BRIDGE	\$9,875.82	\$100,000.00	\$90,124.18	10%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	BLDG	\$0.00	\$20,000.00	\$20,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	CULVRT	\$0.00	\$50,000.00	\$50,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	GDH	\$4,963.58	\$5,000.00	\$36.42	99%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	GEOTEK	\$7,521.85	\$10,000.00	\$2,478.15	75%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	GRAVEL	\$6,484.88	\$420,000.00	\$413,515.12	2%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	INDUST	\$5,358.68	\$5,000.00	-\$358.68	107%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	LOCHL	\$93,699.66	\$75,000.00	-\$18,699.66	125%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	MPARKS	\$0.00	\$30,000.00	\$30,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	RINEED	\$0.00	\$1,300,000.00	\$1,300,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	SIDWLK	\$0.00	\$150,000.00	\$150,000.00	0%	
PUBLIC WORKS	1-5-3101-8000	CAPITAL - ROADS DEPARTMENT	STORM	\$52,908.62	\$80,000.00	\$27,091.38	66%	
PUBLIC WORKS	1-5-4020-8000	CAPITAL - LANDFILL SITES	MOE	\$0.00	\$25,000.00	\$25,000.00	0%	
PUBLIC WORKS	1-5-4020-8000	CAPITAL - LANDFILL SITES	WELL	\$0.00	\$65,000.00	\$65,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	BULK	\$98,131.16	\$80,000.00	-\$18,131.16	123%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	FLOWM	\$23,251.34	\$38,000.00	\$14,748.66	61%	Invoices reallocated from LOCATE.
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	GRBLDG	\$0.00	\$95,000.00	\$95,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	LOCATE	\$0.00	\$5,000.00	\$5,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	MAINST	\$0.00	\$70,000.00	\$70,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	METER	\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	PROCES	\$26,452.02	\$56,000.00	\$29,547.98	47%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	REFURB	\$73,059.97	\$387,758.00	\$314,698.03	19%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	VALVE	\$0.00	\$30,000.00	\$30,000.00	0%	
PUBLIC WORKS	1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	WMASTR	\$0.00	\$10,000.00	\$10,000.00	0%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	ALXLG	\$19,838.38	\$150,000.00	\$130,161.62	13%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	CCTV	\$58,571.67	\$90,000.00	\$31,428.33	65%	

**2024 Variance Report  
As at November 21, 2024**

Department	Account Code	Account Name	Cost Centre	2024 Actuals	2024 Final Budget	Variance	Percentage	Comments
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	LINING	\$0.00	\$196,000.00	\$196,000.00	0%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	MAXLG	\$32,021.69	\$250,000.00	\$217,978.31	13%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	PMPSTN	\$52,346.45	\$172,000.00	\$119,653.55	30%	
PUBLIC WORKS	1-5-9400-8000	CAPITAL - NGS - SEWAGE	SLUDG	\$89,820.91	\$140,000.00	\$50,179.09	64%	



## STAFF REPORT TO COUNCIL

Report No: PW-2024-33

November 25, 2024

From: Timothy Wright, Director of Public Works

RE: EV Charge ON letter of Agreement

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### Recommended Motion:

THAT Council receives staff report PW-2024-33 EV Charge Ontario Grant Application;  
AND THAT Council authorizes the Director of Public Works to enter into an agreement on behalf of the Township of North Glengarry with the ministry of transportation for funding to construct and EV charging station in Alexandria

### Background / Analysis:

#### Overview

The EV ChargeON Program in Ontario is administered by the Ministry of Transportation and aims to enhance the electric vehicle (EV) charging infrastructure in communities outside large urban centers. It is a competitive grant program providing 50-75% capital funding through post-construction rebates for Level 2 and Level 3 public charging stations. The program is open to both public and private sector applicants, with funding amounts proportional to the charger's power output. The goal is to reduce range anxiety, fill existing infrastructure gaps, and support long-distance EV travel in less densely populated areas.

North Glengarry was successful in one of its two applications for funding for electric car chargers and now has the opportunity to enter into an agreement for the funding. The site that can be funded is the Alexandria site in the municipal carpark on Main Street.

#### Why would North Glengarry want EV chargers in our community?

The main reason for North Glengarry to spend time and resources installing EV chargers in our community is to ensure our community and businesses have access to the consumers who use electric vehicles. As the technology of electric vehicles becomes more common and affordable, people will prioritize locations with EV chargers, similarly to how you look for a gas station on a road trip. Having a fast charger available means that North Glengarry is a place to go and a place to spend your time and money while here.

#### Location

To be eligible for the grant, chargers must be located in an area that is publicly accessible 24 hours a day, 365 days a year. To be successful with the grant application, the chargers need to

be in a convenient location with access to amenities, good signage, dedicated parking for EVs, and the opportunity to expand and add more chargers in the future.

### **Type of Charger**

There are three types of chargers available to EV users represented by Level 1, 2 and 3. A Level 1 charger is a normal wall power outlet and is only useful for emergency charging as it takes a very long time to charge. A Level 2 charger is the most common, similar to a dryer plug, and is what most users would use to charge their car at home. Charge times are measured in hours and these chargers are good for having your car charge overnight or while you are at work. A Level 3 charger, also referred to as fast chargers, can charge your car in as little as twenty to thirty minutes. To be eligible for the grant we can install any level of charger, but we need to have redundancies. The charger layout that we determined has the best chance of success, the best benefit to the municipality but also represented the lowest risk was a combination of a level three and a level two charger at each site. This gives us a 57kW installation without pushing our installation costs too high and is an amount of power that doesn't draw any concern from Hydro One.

### **Cost and Timeline**

The estimated cost for labor and materials for the project is \$180,000 in Alexandria and we have the opportunity to fund half of that amount through the ministry of Transportation.

### **Alternatives:**

Do not accept the grant application and spend the budgeted 2025 amount on resurfacing the same or another parking lot in North Glengarry

### **Financial Implications:**

\$90,000 in the 2025 budget

### **Attachments & Relevant Legislation:**

Installation locations Maxville and Alexandria  
EV Charger Equipment Supply Proposal Evaluation



**Others Consulted:**

Hydro One

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

# EV Charger Alex

Write a description for your map.

## Legend

Untitled Path

# General Scope of Work Drawing

+ 2 additional slow chargers

Crosswalk to increase accessibility

Temporary relocation area - If required

50kW Ev Charger Location

New Signage

New Curb work  
asphalt  
line painting  
plantings  
New EV fire blankets





## STAFF REPORT TO COMMITTEE OF THE WHOLE

Report No: TR-2024-17

September 9, 2024

From: Zoe Bougie - Director of Finance/Treasurer

RE: Finance Department Update

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### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report TR-2024-17, Finance Department Update for information purposes only.

### **Background / Analysis:**

#### Staffing:

The Finance Department has welcomed two new staff members. These individuals were hired to replace upcoming retirements.

Procedures and Processes: Over the course of 2024, staff have reviewed processes and procedures to attempt to find efficiencies. With the changes in staffing, this is an ideal time to review the way tasks are accomplished and ensure that this is the best way. The most prominent change is the move towards digital records and a more centralized system for storing files online. This has allowed staff to more accurately and easily find records and decreased the time required for more manual and redundant tasks.

#### Payroll:

The Finance Department has been working on transitioning from a manual payroll system to an automated system. The current process takes a significant amount of time, is not efficient and leaves room for error. The new system will allow staff to input their hours digitally via a computer or cell phone. It will also allow for time-off requests to be processed and documented, providing management a more efficient solution to organize staff. The financial implications were considered in the 2024 budget and will be carried forward to the 2025 budget. The aim is to have the system fully implemented by January 2025.

#### 2025 Budget:

Staff are in the process of compiling and reviewing data to complete the 2025 Budget. Staff aim to have the budget completed by mid-December to give Council time to review and provide comments before the planned budget meeting on January 7, 2025.

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Attachments & Relevant Legislation:**

**Others Consulted:**

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



## **STAFF REPORT TO COUNCIL**

**Report No: BP-2024-29**

**November 20, 2024**

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

RE: 2024 Department Update

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### **Recommended Motion:**

**THAT** the Council of the Township of North Glengarry receives Staff Report No. BP-2024-29 from the Director of Building, By-law & Planning for information purposes.

### **Background / Analysis:**

The Building, By- Law & Planning Department is presenting the Council of the Township of North Glengarry with an update on the department.

### **BUILDING DEPARTMENT**

- Building permits
  - o 2024 VS 2023
- Larger projects
  - o Maxville school
  - o Saca
  - o Elgin Street West
  - o Bishop Street North
- Deputy CBO
- Septic System (Part 8) Inspector
- Administrative Assistant

## **BY-LAW ENFORCEMENT DEPARTMENT**

- Dog Catcher duties
- Township kennel
- AMPS
- Business Licenses for taxi, chip stands, etc.
- Exotic Animals
- On-going complaints

## **PLANNING DEPARTMENT**

- Subdivisions
  - o Alcore Homes
  - o Ladouceur
- Draft Zoning By-law
  - o Dwellings on Urban vs Rural properties
- Delegated Powers
  - o ZBA
  - o Site Plans
  - o Part Lot Control
- Cannabis
- On-going ZBA, MV
- Severances
- Administrative Assistant
- Planner

### **Alternatives:**

None

### **Financial Implications:**

No financial implications for the Township.

### **Attachments & Relevant Legislation:**

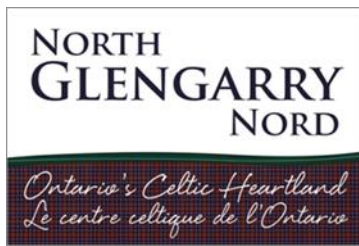
None

### **Others consulted:**

None

### **Reviewed and Approved by:**

Sarah Huskinson, CAO/Clerk



**STAFF REPORT TO COMMITTEE OF THE WHOLE**

**Report No: FD-2024-02**

**DATE: November 20<sup>th</sup>, 2024**

From: Matthew Roy – Fire Chief

RE: Departmental Workplan Update- November 2024

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**Recommended Motion:**

THAT the Committee of the Whole of the Township of North Glengarry receives Staff Report No. FD 2024-02, the Departmental Workplan Update – November 2024 from the Fire Department for information purposes.

**Background / Analysis:**

**TRAINING/FIREFIGHTER CERTIFICATION UPDATE**

- NFPA 1001 FFII - Certification requirement 2026
- NFPA 1001 FFI – Recruits
- NFPA 1006 – Ice Water Rescue – Certification requirement 2028
- NFPA 1072 – Hazmat Awareness and Operations
- Fire Prevention Inspection Division – NFPA 1035/1031

**HEALTH AND SAFETY**

- SCBA Bottles Hydrostatic Testing (5 Yrs) End of life cycle for SCBA's 2029.
- Policy and Procedure manual under review, for updating.

**FIRE PREVENTION/INSPECTION DIVISION**

- The fire prevention division continues to conduct inspections as per our fire prevention policy.
- Touch a Truck – Maxville – Successful event held on October 12th.
- Provincial Initiative - Test your smoke alarm day – September 28 was a successful campaign.

## **FLEET/FACILITIES**

- Our fleet underwent its annual MTO safety inspections.
- Fleet assessment and re-alignment.
- Pumper testing on our pumpers was completed by Battleshield, minor issues we found and repaired.
- Annual maintenance on small engines and equipment was completed, normal repairs were conducted.
- Ladder testing will be taking place throughout November and December, including the annual Aerial NFPA certification.

### **Alternatives:**

### **Financial Implications:**

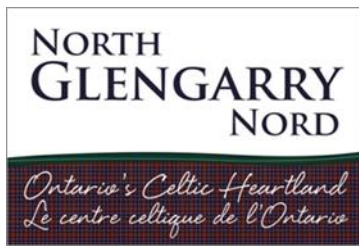
### **Attachments & Relevant Legislation:**

### **Other Consulted:**

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk





**STAFF REPORT TO COMMITTEE OF THE WHOLE**

**Report No:PW-2024-29**

**DATE:** November 20, 2024

From: Timothy Wright, Director of Public Works

RE: Review and Provision of Infrastructure Presentation and Outcomes

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**Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. PW-2024-29 Review and Provision of Infrastructure Presentation and Outcomes for information purposes only.

**Background / Analysis:**

As per the internal communication procedure, Top Management must provide an update on the QMS status, including the Infrastructure Maintenance, Rehabilitation and Renewal Presentation and Outcomes.

- The review of the current maintenance and rehabilitation practices was completed on November 1<sup>st</sup>, 2024.
- System Overview
  - No source shortfalls or capacity issues at this point for both Glen Robertson and Alexandria
  - No major changes to risk or processes for both systems
- System Growth
  - No major expansion to system planned in the next year
  - Draft Standards being created at SDG Level for Large Projects
  - Other limiting factors such as wastewater system capacities and servicing areas shortfalls
- Infrastructure Refurbish/Replacement in WTP/Distribution
  - Planned equipment repair/refurbishment
    - To focus on laying out better 10yrs Capital Planning Targets and Asset Indexing
  - On-going work towards Alexandria water loss

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Attachments & Relevant Legislation:**

Safe Drinking Water Act, 2002

Clean Water Act, 2006

**Other Consulted:**

Angela Cullen, Waterworks Compliance Coordinator

Dean McDonald, Environmental Services Manager

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



# 2024 Review and Provision of Infrastructure

NOVEMBER 2024

1



## Purpose

Ensure effective communication of drinking water operations and maintenance

Ensures a consistent and regular review of the drinking water systems conditions and capacities

### To be used as a tool for budgeting and planning

- Helps to identify system shortfalls or pre-planned projects
- Helps to give council an understanding and advanced warning for potential budget requests

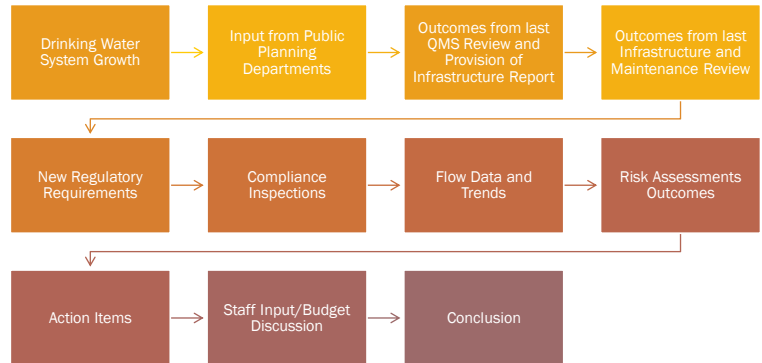
### Ensure communication from Operational Staff to Top Management

- Information from Infrastructure Review and operational input
- Report must be communicated to council through Director of Public Works

2



## Agenda



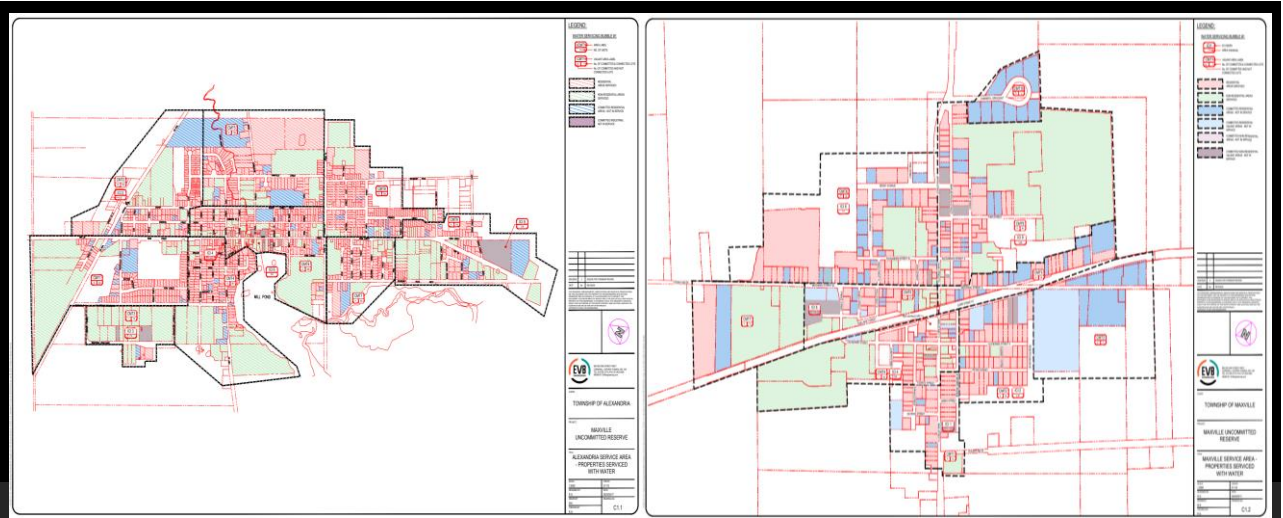
3

## Input from Public Planning Department

### Population Growth

- SDG Growth Forecasting Study
- Expected steady employment and population growth
  - Projected annual 0.5% increase for North Glengarry
- North Glengarry does not show any deficiencies in land needs to support/promote growth
  - Applications for development are evaluated on an on-going basis
  - Some areas may not be serviceable or require major investment to develop

4



# Future Developable Lands

INFLOW & INFILTRATION STUDY

5



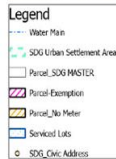
## Growth

- Imminent Large-Scale Applications or Projects:
  - Maxville Manor Expansion
  - Alexandria McDougald St West Subdivision
- Future Planning Large-Scale Projects (System Expansion Required)
  - Maxville Subdivision (North-West of Village)
  - Alexandria IHA Subdivision
  - East Boundary Subdivision
- Limiting Growth Factors
  - No connections on Transmission Main due to residual degradation (Alx/Max)
  - Lack of industry and opportunity, area more targeted for retirement vs working class
  - Wastewater Growth Issues
  - Lack of system redundancy/storage (Gln)
- Maxville Water Update
  - 29 residents on flat rate and not confirmed on water meter to date
  - List of all addresses has been developed, if required
- Growth Tools/Mechanisms/Processes
  - SDG Construction Specs & TWP Requirements
  - EVB mapping for future development (Alx/Max)
  - DWS 10yrs Capital Plan

6

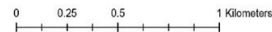
# Maxville Water Project

## CONNECTION STATUS



**Maxville Water System**

- Properties in Maxville that have not had a final meter inspection to confirm meter installation to date.
- Properties that are serviced but have an exemption for connection due to additional servicing required (sewer).
- Pre-serviced lots (may require severance) for future development.
- Meter installation period was completed in 2021 and flat rate billing for all non-connections started in 2022.



## Review and Provision of Infrastructure Previous Outcomes

### PREVIOUS REVIEW DATE: AUGUST 2023

- No raw water shortfalls or capacity issues identified in Alexandria and Glen Robertson
  - Review various studies RRCA/South Nation
- No major changes to system risk identified
  - 36mth (2022) & Annual Review (2024)
- No DWS system expansion planned, or areas targeted for growth
- No significant growth/development identified
  - Some potential future projects IHA/Maxville Subdivision
  - Limiting factors include growth restriction transmission main, and required main extensions to provide servicing to new developments, as well as wastewater system shortfalls
- Infrastructure maintenance is covered through various planning methods
  - Operational Budget/Capital Planning/Replacement Programs
  - Water Loss Program

### OUTSTANDING ISSUES IDENTIFIED

- Concern about task delegation to ensure system coverage and task completion, minor changes to roles/responsibilities
- Maxville Non-Metered Listing for Building Department
  - Was not completed after last review
- Growth Tools
  - SDG wide standardized construction specs
    - Large Scale Development where WW not installing works, but infrastructure will be handed back to for management.
    - As per Chief Building Inspector: Counties are creating set of county wide construction standards. Packages need to include:
      - copy of the system Drinking Water Works Permit
      - SOP 048 Water System Alteration: Form Selection, and
      - SOP 047 New Water Main Installation
  - EVB Mapping for future development
  - Infrastructure 10yrs Capital Plan (Water)

## Maintenance and Infrastructure Review Previous Outcomes

### REVIEW DATE: JULY 2024

- Maintenance Programs are intact and operating as per design
  - Schedules and tracking forms are up to date
  - All equipment included
- To ensure work is being completed as scheduled
  - Newer staff/operators are gaining experience, and routine schedules are often completed
  - Improved deficiencies followed-up through Roch delegation
  - External contractors' annual targets were improved this year for most part. Only minor number of outstanding inspections, which Roch was looking into.
- Documentation
  - Minor issues with lack of information in eRIS entries and lack of Access E11 entries.
  - To ensure consistency for all operational staff.

### OUTSTANDING ISSUES

- Alx DWS
  - Proactive equipment indexing and replacement scheduling
  - Elevated water loss/water audit
  - Open defective equipment
- Gln DWS
  - Mineral deposits in well casing and potential impacts on well pump operation
  - Intermittent sodium hypochlorite dosing issues and pump failures

## New Regulatory Requirements

<b>Source Protection</b>	<ul style="list-style-type: none"> <li>• Road Salt requirements</li> <li>• RRCA enforcement</li> </ul>
<b>Drinking Water</b>	<ul style="list-style-type: none"> <li>• No regulatory, procedure or guideline changes</li> <li>• Gln System designation changes</li> <li>• Gln PTTW Renewal &amp; Alx/Gln MDWL Renewal</li> </ul>
<b>Operator Certification</b>	<ul style="list-style-type: none"> <li>• Renewal: 2 (WD &amp; WWC)</li> <li>• Upgrade: 12 (OIT- All Systems)</li> </ul>
<b>Health &amp; Safety</b>	<ul style="list-style-type: none"> <li>• 2022 Book 7</li> <li>• 2023 OHSA</li> </ul>
<b>Internal Policies</b>	<ul style="list-style-type: none"> <li>• Fee &amp; Charges Bylaw 03-2024</li> </ul>



# Inspection & Audit Reports

## MECP COMPLIANCE

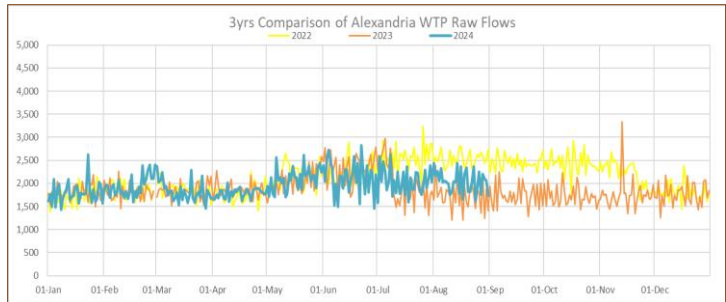
- Alexandria DWS
  - 2024 Inspection: August 21
    - No report to date
    - Items identified: Form 2 requirements, DWSPi update, Potassium Pump replacement
  - 2023 Inspection: November 1
    - 0 Non-Compliance or Best Management Practices
    - 100% Risk Ranking
- Glen Robertson DWS
  - 2024 Inspection: August 21
    - No report to date
    - Items identified: Form 2 requirements, DWSPi update
  - 2023 Inspection: October 23, 2023
    - 1 Non-Compliance (System Certification)
    - BMP/Recommended (Backflow Prevention Program)
    - 98.80% Risk Ranking

## QMS CONFORMANCE

- Internal Auditor: Ewen McDonald
- 2024 On-Site Audit: October 30
  - 2023 On-Site Audit: October 17
    - 2 Non-Conformance (Documentation Currency/Protection)
    - 6 OFI (Public Relation, Council Training, Document Currency, Council Communication, Asset Management)
- External Auditor: SAI Global
- 2024 scheduled November 4
  - 2023 Off-Site Surveillance Audit
    - 1 Mn Non-Conformance (Documentation Currency, Required Documentation Missing)
      - All items corrected immediately to ensure accreditation was maintained
    - 3 OFI (Risk Assessment Rational Inclusion, Competency Update, Management Review Follow-Up)

## ALX WTP FLOW & TRENDING Raw Water

- Source Water Trends
  - Algae Blooms Monitoring May-Oct, levels lower than previous year (due environmental factors-rain/heat)
  - TC/EC levels still increased from historical values after intake dyke work
- Flows Trends
  - Jan-Aug consumption, noted slight increase
    - 2022 increased due to increased flushing for quality
    - 2023: noted flow reduction after main break repair (Jul)
  - Rated Capacity 5,616m<sup>3</sup>/day
    - 2022: 38.1% (Jan-Dec)
    - 2023: 33.3% (Jan-Dec)
    - 2024: 34.9% (Jan-Aug)
  - Process Water Used
    - 2021: 7.2% of raw water
    - 2022: 9.1% of raw water
    - 2023: 9.8% of raw water
- Water Quality Trends
  - No additional treatment measures or process changes required at this time



Total Flows	2022	2023	2024	Average Flows	2022	2023	2024
Jan	53,925	56,126	55,589	Jan	1,740	1,811	1,793
Feb	52,876	51,074	56,336	Feb	1,888	1,824	1,943
Mar	57,829	56,729	56,462	Mar	1,865	1,830	1,821
Apr	53,171	55,816	53,605	Apr	1,772	1,861	1,787
May	66,755	63,258	65,181	May	2,153	2,041	2,103
Jun	67,773	69,882	64,068	Jun	2,259	2,329	2,136
Jul	79,067	61,672	63,559	Jul	2,551	1,989	2,050
Aug	78,665	53,436	63,449	Aug	2,538	1,724	2,047
Sep	73,567	52,218	0	Sep	2,452	1,741	
Oct	75,471	53,692	0	Oct	2,435	1,732	
Nov	66,218	52,978	0	Nov	2,207	1,766	
Dec	56,456	54,713	0	Dec	1,821	1,765	
Annual	781,773	681,594	478,250	Annual	2,140	1,868	1,960
Jan-Aug	63,758	58,499	59,781	% Capacity	38.1%	33.3%	34.9%



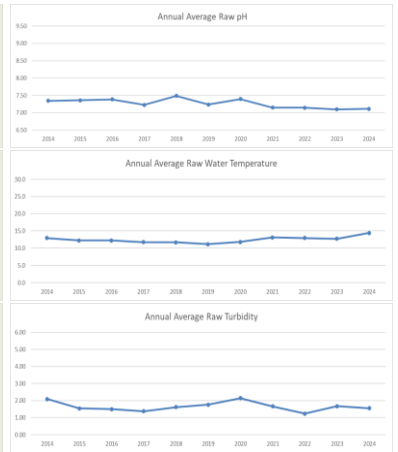
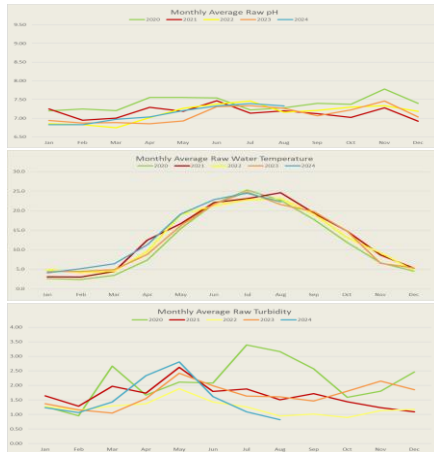
# Alexandria Raw Water Quality/Quantity

## Source Protection: 2023 Annual Progress Report

- All policies that address significant drinking water threats have been implemented, as per requirements
- 100% threats to drinking water have been mitigated through removal or through implementation of risk management plans
- 91.9% private septic inspections have been completed (within 5yrs cycle)
- No issues identified in the local assessment reports regarding quality of the source water
- 2023 revisions through source water protection committee

## RCCA: 2023 Annual Report (Watershed Management)

- 10 stream gauges, 9 provincial surface water quality monitoring sites, 4 provincial ground water monitoring sites, 2 snow survey sites
- No low water level warnings issued this year
- 6 flood statements issued
- Water Control Structural Projects: upgrade to satellite data telemetry system at Kenyon Dam



# Alexandria Raw Water Quality/Quantity



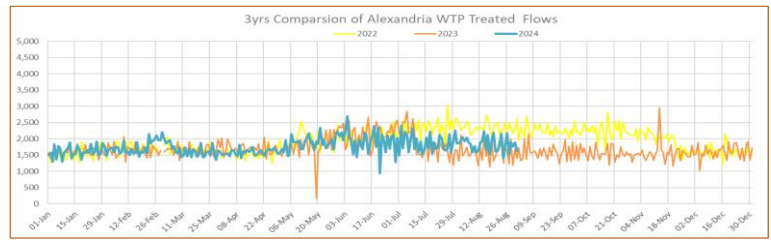
## ALX WTP FLOW & TRENDING Treated Water

### Flow Trending

- Flows slight increase in treated flows from previous year (Jan-Aug)
- 2022 increased due to increased flushing for quality
- 2023 noted low treated water May 19, no written log as to why
- 2023 noted flow reduction after main break repair (Jul)
- Rated Capacity 8,014m<sup>3</sup>/day
  - 2022: 24.3% (Jan-Dec)
  - 2023: 21.10% (Jan-Dec)
  - 2024: 22.0% (Jan-Aug)

### Water Quality

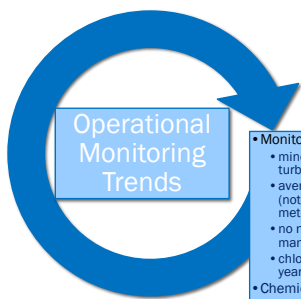
- No treatment shortfalls or capacity issues observed during this period
  - TOC/DOC Treatment still in good range but treatment efficiencies have decreased from previous year
- Minor noted increase in treated average turbidity after filters starting in May, but are slowly decreasing
- Combined chlorine residuals are more stable than 2023



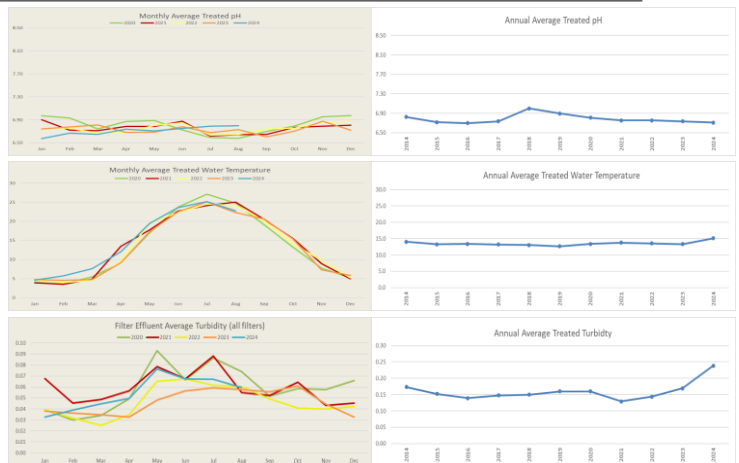
Total Flows	2022	2023	2024	Average Flows	2022	2023	2024
Jan	48,391	49,304	49,914	Jan	1,561	1,590	1,610
Feb	48,714	45,908	50,725	Feb	1,740	1,640	1,749
Mar	52,259	51,234	50,528	Mar	1,686	1,653	1,630
Apr	47,442	50,583	47,787	Apr	1,581	1,686	1,593
May	60,837	55,643	58,355	May	1,962	1,795	1,882
Jun	61,894	64,375	57,746	Jun	2,063	2,146	1,925
Jul	73,015	57,023	57,991	Jul	2,355	1,839	1,871
Aug	72,921	48,952	56,825	Aug	2,352	1,579	1,833
Sep	67,411	47,662		Sep	2,247	1,589	
Oct	69,521	48,220		Oct	2,243	1,555	
Nov	58,328	47,244		Nov	1,944	1,575	
Dec	49,839	49,658		Dec	1,608	1,602	
Annual	710,571	615,806	429,872	Annual	1,945	1,687	1,762
Jan-Aug	58,184	52,878	53,734	% Capacity	24.3%	21.1%	22.0%

Treatment Comparison	Total Raw Organic Carbon	Total Treated Organic Carbon	% Removal	Total Dissolved Raw Organic Carbon	Total Dissolved Treated Organic Carbon	% Removal	Total Raw TKN	Total Treated TKN	% Removal
2022 Annual Average	12.2	4.1	66	12.0	3.7	69	0.9	0.3	66
2023 Annual Average	11.6	3.7	69	9.9	3.6	69	0.9	0.2	72
2024 Annual Average	16.3	5.7	56	14	5.2	58	0.7	0.3	58

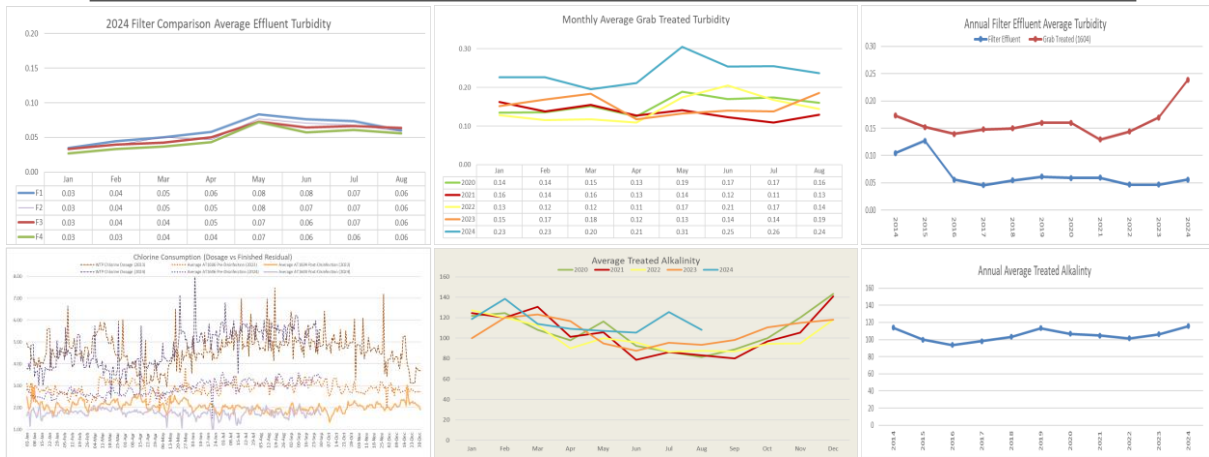
## Alexandria Treated Water Quality/Quantity



- Monitored Trending**
  - minor increases noted on monitored turbidity and temperatures
  - average filter effluent turbidity is 0.05ntu (noted difference btw wall and hand meters)
  - no noted changes in phosphate, alkalinity, manganese
  - chlorine residuals consistent with previous years
- Chemical Consumption**
  - chlorine consumption consistent with previous years
  - no changes to phosphate dosing program, contractor on site quarterly to check system
- Chloramine/Combined Chlorine**
  - average combined residual 2.20mg/L
  - average monochloramine 1.84mg/L



# Alexandria Treated Water Quality/Quantity



17

## DISTRIBUTION TRENDING Alexandria-Maxville

- Flows in distribution up slightly
  - Overall Water Consumption (2024)
    - Alexandria 85.2%
    - Maxville 14.8%
  - Values from month to month are more consistent, as compared to previous years
  - Noticeable decreases after watermain repairs (2023)

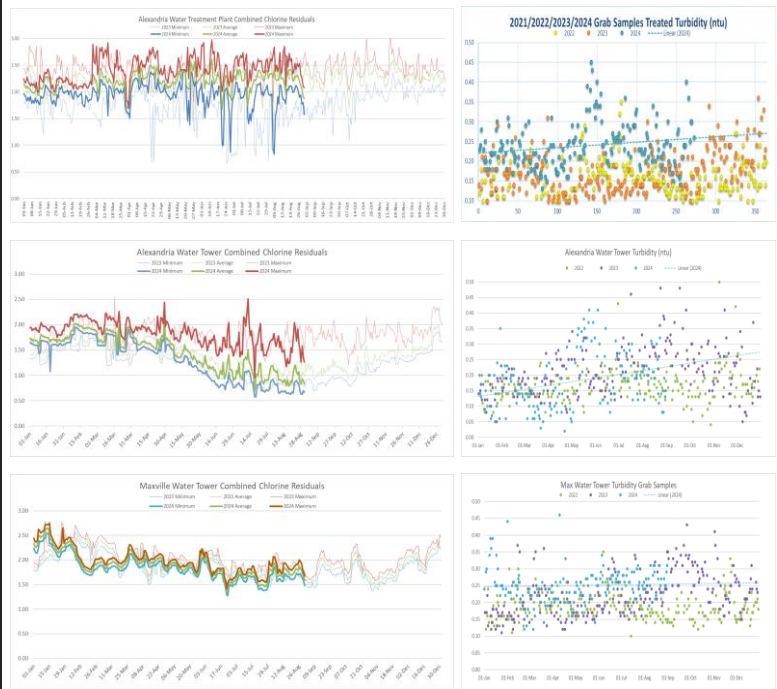
Total Flows	2022		2023		2024	
	ALX	MAX	ALX	MAX	ALX	MAX
Jan	42,712	5,679	42,749	6,555	42,644	7,270
Feb	43,273	5,441	39,704	6,204	43,856	6,870
Mar	46,445	5,815	44,839	6,395	43,890	6,638
Apr	41,856	5,585	43,487	7,096	41,559	6,228
May	53,469	7,368	46,995	8,648	49,008	9,347
Jun	52,335	9,560	56,102	8,274	48,477	9,270
Jul	63,587	9,428	49,388	7,635	48,129	9,862
Aug	64,950	7,971	40,441	8,511	48,522	8,303
Sep	58,588	8,823	39,732	7,930		
Oct	59,916	9,604	40,398	7,821		
Nov	50,549	7,779	40,227	7,017		
Dec	43,276	6,562	42,293	7,365		
Annual Total	620,956	89,615	526,354	89,452	366,085	63,787
Jan-Aug Avg	51,078	7,106	45,463	7,415	45,761	7,973



18

# Alexandria/Maxville Distribution Trending

- Chlorine Residual
  - Distribution residual monitoring has improved due to closer tracking on WTP residuals, inputting operational objectives
    - Minimum residuals are greatly improved from previous year from WTP
    - Alx & Max WT showing similar trending to previous year
    - Values are being maintained at appropriate levels, and operational staff are quicker to react to ensure residuals are maintained
- Turbidity
  - Grab samples appears to be higher than wall-mounted values
    - Recommended to recording AT1502 to get a better sense of values (WTP)
    - Levels are well below aesthetic guideline, but are elevated from previous years
- Dead End Check
  - Being completed intermittently,
    - Auto flusher installed in Maxville in May (4 units)
    - Auto flushed installed in Alexandria in July (3 units)
    - Residuals checks showed results well over 1mg/L

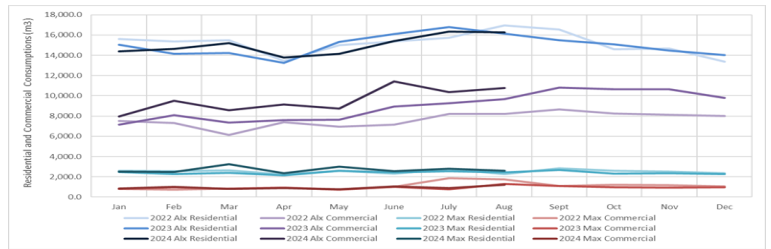


19

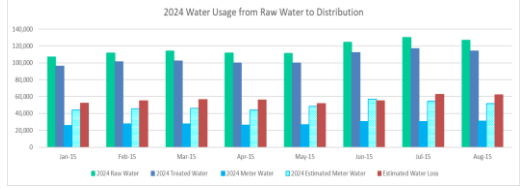
# WATER LOSS FLOW TRENDING Alexandria and Maxville

- 2024 Water loss is estimated based on traditional values collected
  - Water loss information gathering was started at the wrong time of year and information was not available when request to complete before meeting
  - All values are estimates only
  - Installed Bulk Water Station for contractors
    - System not set up through billing to date, values still be sent over manually
    - Hydrant Use Bylaw still not in effect
- 2023 Water Audit was undertaken due to increasing water loss observations
  - Report received
    - Alx Non-Revenue Water (NRW): 55%
    - Non-Revenue Water Max: 49%

Monthly Report Calculated Water Loss												
Month (billing cycle)	Alx WTP	Alx Meter	Alx Flushing	Unaccounted for Water	%	Bst Stn	Max Water Tower	Max Meter	Max Flushing	Unaccounted for Water	%	
Nov 15-Jan 14	Jan	96,199	36,786	84	44,912	47	14,417	13,778	5,925	656	7,836	57
Dec 15-Feb 14	Feb	101,094	38,799	15	47,322	47	14,957	14,464	5,989	717	8,251	57
Jan 15-Mar 14	Mar	102,408	39,015	82	49,350	48	13,962	13,634	7,341	651	5,970	44
Feb 15-Apr 14	Apr	100,102	36,697	103	50,308	50	12,994	12,596	5,621	601	6,773	54
Mar 15-May 14	May	99,735	36,979	3,719	45,831	46	13,205	12,863	6,814	413	5,978	46
Apr 15-Jun 14	Jun	112,009	42,258	5,305	47,141	42	17,305	16,632	6,185	3,629	7,491	45
May 15-Jul 14	Jul	117,087	43,050	2,098	51,725	44	20,214	18,047	6,512	4,465	9,238	51
Jun 15-Aug 14	Aug	113,976	43,290	1,308	51,044	45	18,334	16,494	6,396	2,176	9,763	59



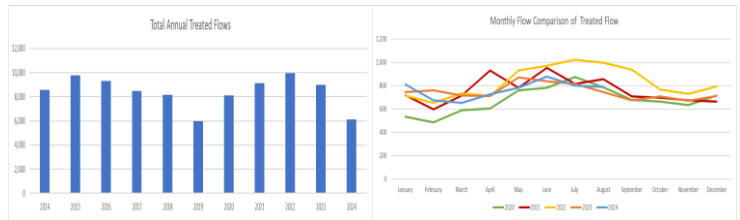
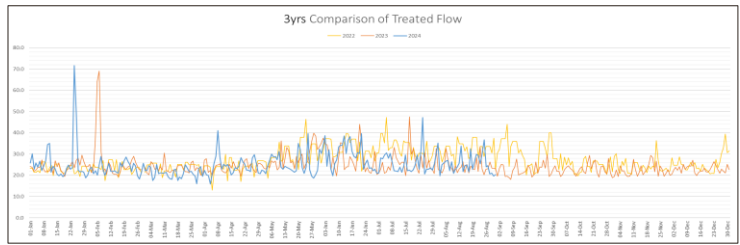
Annual Meter Reading Totals			
Year	Alx DWS	Max DWS	Total
2022	274,099	43,560	317,659
2023	287,713	40,373	328,086
2024	196,677	29,165	225,842



20

## RAW/TREATED FLOW TRENDING Glen Robertson

- Flows are slightly decreased from previous year,
  - High flows in Jan attributed to distribution issue
- Flow have been decreasing slightly since 2022
  - monthly flow comparison (Jan-Aug)
    - 2022: + 5.8%
    - 2023: -7.9%
    - 2024: -1.4%
- Rated Capacity 224m<sup>3</sup>/day
  - 2022: 12.2% (Jan-Dec)
  - 2023: 11.0% (Jan-Dec)
  - 2024: 11.2% (Jan-Aug)
- No noted treatment shortfalls or capacity issues

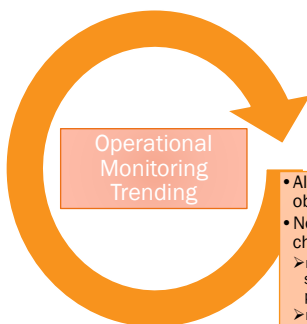


TOTAL	2022	2023	2024
January	715.1	743.9	809.9
February	652.9	760.4	676.2
March	735.0	716.6	651.9
April	710.5	713.1	728.1
May	929.5	871.7	780.1
June	968.9	839.1	877.7
July	1,022.9	813.9	801.0
August	997.8	744.8	791.0
September	938.3	673.0	
October	766.9	706.2	
November	729.4	671.5	
December	793.4	710.1	
<b>Annual</b>	<b>9,960.8</b>	<b>8,964</b>	<b>6,116</b>

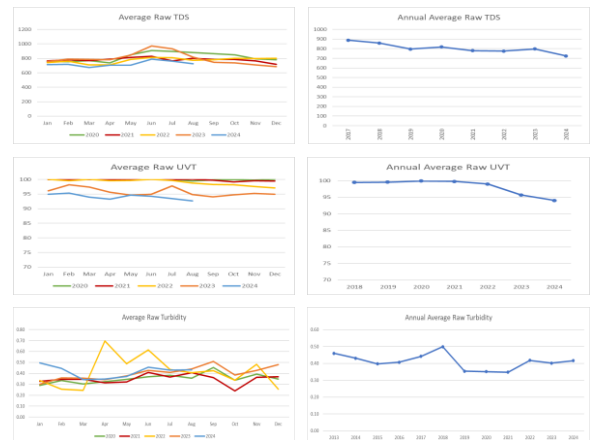
Average	2022	2023	2024
January	23.1	24.0	26.1
February	23.3	27.2	23.3
March	23.7	23.1	21.0
April	23.7	23.8	24.3
May	30.0	28.1	25.2
June	32.3	28.0	29.3
July	33.0	26.3	25.8
August	32.2	24.0	25.5
September	31.3	22.4	
October	24.7	22.8	
November	24.3	22.4	
December	25.6	22.9	
<b>Annual</b>	<b>27.3</b>	<b>24.6</b>	<b>25.1</b>

21

# Raw Water Quality/Quantity

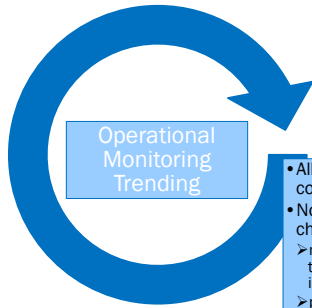


- All readings well below objectives
- No significant quality changes to note
  - raw TDS and UVT trending slightly lower than previous year
  - minor increase in raw turbidity noted in June
  - long term trending show minor variation from previous year

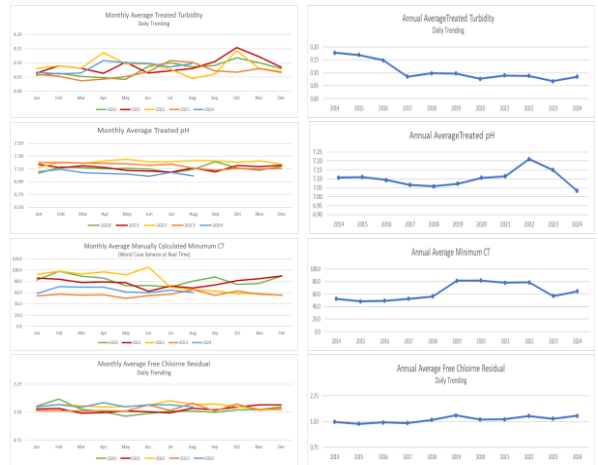


22

# Treated Water Quality/Quantity



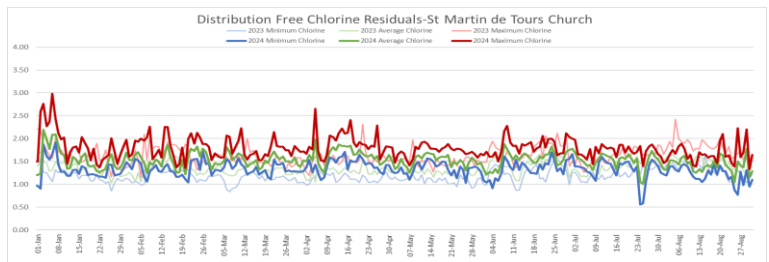
- All values well within compliance ranges
- No significant quality changes to note
  - minor increase in average turbidity trending starting in April
  - pH slightly lower
  - minor fluctuations to note in long term trending.



23

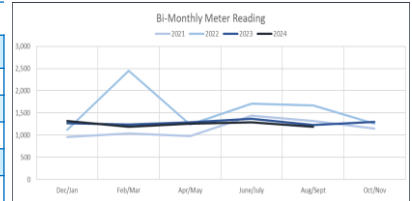
## DISTRIBUTION TRENDING Glen Robertson

- Residual Degradation
  - Distribution residual has improved, minimum values are regularly above 1.20mg/L
  - Average levels have increased from 1.39mg/L to 1.53mg/L
- Water Loss
  - Small Distribution System
    - water leaks are normally easily detectible
    - No potential for water taking from other departments or contractors
    - No additional work required in this area
  - 2024: Annual Average: 11.6%
    - Jun-Sep higher due to missing flushing data
    - No water breaks or service leaks to note during this period
  - 2023 Annual Average: 10.2%
    - External Water Audit showed system was too small to get accurate data

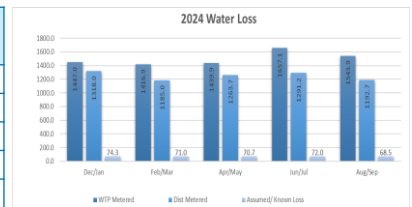


**Bi-Monthly Meter Totals**

Month	2024	2023	2022	2021
Dec/Jan	1,318	1,265	1,118	959
Feb/Mar	1,185	1,242	2,447	1,038
Apr/May	1,264	1,290	1,241	977
Jun/Jul	1,291	1,372	1,707	1,435
Aug/Sep	1,193	1,226	1,667	1,315



Billing Cycle	Metered		Assumed/Calculated Loss	Difference	% Water Loss
	WTP	Dist			
Jan/Dec	1447.0	1318.0	75.7	53.3	3.7
Feb/Mar	1416.9	1185.0	71.5	160.4	11.3
Apr/May	1439.9	1263.7	75.8	100.4	7.0
Jun/Jul	1657.1	1291.2	68.5	297.4	17.9
Aug/Sep	1543.9	1192.7	68.5	282.7	18.3



24

# DWS Risk Assessment

## 3yr System Re-Evaluation

- Alx DWS
  - Last version: November 2022
  - No change to risk level or major system changes
  - Next review: due November 2025
- Glen DWS
  - Last version: March 2022
  - No change to risk level or major system changes
  - Next review: due September 2025

## Annual Tabletop Exercise

- Alx DWS
  - Last version: [09-Sep-2024](#)
  - No change to risk, system/process, or documentation
- Glen DWS
  - Last version: [09-Sep-2024](#)
  - No change to risk, system/process, or documentation

25

# Action Items

## Equipment Deficiencies

- Operational Projects
  - coagulant tank cleaning and valve replacement
  - defective valve replacement (V809, V911, V941)
  - LLP210 leaking actuator valve

## Asset Management Plan

- 10yrs Capital Plan
  - System Condition assessment contracted to EVB
    - no final documentation
  - Twp Asset Management Plan 2022
- Indexing Equipment
  - no action to date
  - new asset management process thorough Finance, to be implemented in 2025

## Internal Documentation: OM/SOP/CAP

- Documents Required
  - OM update required for Glen DWS due to SCADA
  - OM Update required for Alx DWS due to new chlorinator
  - SOP development required for
    - Gln WTP shut down,
    - Monitor Equipment Fail,
    - Water Tower Turn Over and
    - Chemical pump failure

## By-Laws

- Hydrant Usage
  - no action to date
- Backflow Devices
  - draft bylaw
- External Construction
  - Draft through SDG
  - Ensure that copies of MDWL and DWWP incorporated into Documentation

26

# Staff Input: 2024 Proposed Budget Ideas (Operations)

## Water Treatment

- ALX SCADA Computer Upgrade
  - all Windows 10 must be replaced
  - Target Feb-Mar
- Alx Filter Media GAC
- Gln WTP: PTTW Renewal
- Alx MDWL: Renewal
- Alx MDWL: Renewal
- Ops Certification
  - 3x OIT Upgrade
- Chemical Pump
  - Potassium Permanganate Replacement
  - As per DWWP

## Distribution

- Ops Certification
  - 3x OIT Upgrade
  - 1x Class 3 Renewal
- Transmitter for Locator Device

## Other

- Truck Replacement
- Alx Shop Computers Replacement
  - All Windows 10 units must be replaced
  - Laptops or Tablets that have access to internet
- Cell Phone Upgrade

27

Water 10 Year Asset Management Plan											
Description	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Meter Stations (Flow meter)		25,000		100,000		100,000					
Lochiel St. Water Main	155,000	155,000									
Replace Water main Tobin St		150,000									
Valve and hydrant replacement	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
Hydraulic modeling		43,000									
Water meter replacement program	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
Atruo Flushers (x2)	5,000										
Meter Software Upgrade	15,000										
Glen Robertson Meter head replacement	7,000										
Leak detection system			65,000								
Electronic Logbook Software		9,000									
Glen Robertson SCADA upgrade	46,000	65,000									
UV Units	5,500	7,500									
Wall Mounted Cl2 analyzer	7,000	7,000									
Clean Glen Robertson well casing	10,000	10,000									
Future spending (average of last 5 years plus 2% per year). Budget comes as required based on testing of the system.			253,950	236,168	333,531	241,041	348,702	356,515	364,485	372,615	420,906
<b>TOTAL COST BY YEAR</b>	<b>290,500</b>	<b>511,500</b>	<b>358,950</b>	<b>366,168</b>	<b>373,531</b>	<b>381,041</b>	<b>388,702</b>	<b>396,515</b>	<b>404,485</b>	<b>412,615</b>	<b>420,906</b>

WATER	
Inventory (as of December 31, 2021)	The Township has 64 kilometers of waterways which has increased since the last Asset Management Plan with the expansion of waterworks to Maxville.
Anticipated Asset Life Cycle	Water assets are categorized as environmental assets with useful life ranging between 40 to 100 years depending on the asset. Water mains and valves are estimated at 100 years, water towers at 100 years and hydrants at 50 years of useful life.
Integrated	Water systems may be integrated with road resurfacing or widening, bridges or culverts.
Rehabilitation or Replacement Criteria	Condition assessments are completed on an annual basis. This assessments helps identify optimum rehabilitation or replacement year. Complete examination of the water system is completed approximately every 5 years.
Rehabilitation or Replacement Strategy	Environmental infrastructure is reviewed annually and replacement, rehabilitation, and expansion activities are scheduled as required in the 10 year plan.
Life Cycle Consequences	If water lifecycle is not adhered to, this could lead to reduced levels of service and safe drinking water would be compromised.
Integrated Asset Priorities	Water work should be done in conjunction with roads, bridges and culvert plans. The integration can be internally and externally. In general, road rehabilitation drives the replacement of underground water infrastructure if the asset is near the end of its useful lifecycle.
Corporate/Consulting Source	Township of North Glengarry Financial Statements (December 31, 2020) and 10 year capital plan CityWide Asset Management software
Estimated Cost Strategy	Total Estimated 10 year cost: \$4,014,413



Page 38 of 41

# North Glengarry 2022 Asset Management Plan

28



# Staff Input Future Planning

Budget

## Water Tower Maintenance

- 5yrs ROV inspection
- 2025
- 20yrs liner inspection (internal/external)
  - Alx: 2031
  - Max: 2041
- secondary storage if tower need to go out of service

## Water Meters

- 15-20yrs life span
- Alx: 2026-2031
- Max: 2036-2041
- Gln: 2037-2042

## Well Maintenance

- 10yr inspection
- 2028

## Other

29

# 2025 Capital Budget

Budget

Water Tower Inspection

Internal ROV

Watermain

no main rehabilitation

Flow testing for Dominion St?

Other:

Other:

Other:

30

# Conclusions

- System Overview
  - No source shortfalls or capacity issues at this point for both Glen Robertson and Alexandria
  - No major changes to risk or processes for both systems
- System Growth
  - No major expansion to system planned in the next year
  - Draft Standards being created at SDG Level for Large Projects
  - Other limiting factors such as wastewater system capacities and servicing areas shortfalls
- Infrastructure Refurbish/Replacement in WTP/Distribution
  - Planned equipment repair/refurbishment
    - To focus on laying out better 10yrs Capital Planning Targets and Asset Indexing
  - On-going work towards Alexandria water loss

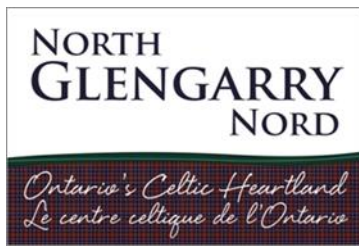
31

**any questions or  
comments**

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I'm done talking and ready for this meeting to end.

32



**STAFF REPORT TO COMMITTEE OF THE WHOLE**

**Report No:PW-2024-30**

**DATE:** November 20, 2024

From: Timothy Wright, Director of Public Works

RE: Annual DWQMS Internal Audit Report and Results

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**Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. PW-2024-30 Annual DWQMS Internal Audit Report and Results for information purposes only.

**Background / Analysis:**

As per the internal communication procedure, Top Management must provide an update on the QMS status, including the Annual DWQMS Internal Audit Report and Results.

- The internal audit took place between October 21<sup>st</sup> and November 1<sup>st</sup> 2024 and was performed by Ewen McDonald who is a certified auditor through the Walkerton Clean Water Centre.
- There were two non-conformities that have since been corrected:
  - Minor Non-Conformance – The DWQMS Station at the Alexandria Water Treatment Plan is not up to date. The QMS Representative updated the dates on the whiteboard when on-site.
  - Minor Non-Conformance – The Emergency Contact and Services Listing QMS SYS-T13 is not up to date. There are changes to the Waterworks staff that are not reflected on the list.

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Attachments & Relevant Legislation:**

Safe Drinking Water Act, 2002

Clean Water Act, 2006

**Other Consulted:**

Angela Cullen, Waterworks Compliance Coordinator

Dean McDonald, Environmental Services Manager

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

Drinking Water Quality Management Standard

# Internal Audit Report

For the period of:

October 10, 2024 to November 1, 2024

For:

The Township of North Glengarry

Alexandria/Maxville Water System

(System #220001030)

Glen Robertson Drinking Water System

(System #220008408)

Conducted by: Ewen MacDonald

Audit dates: October 21 – November 1, 2024

## 1.0 Overview & Objectives

An internal audit of the Township of North Glengarry quality management system (QMS) was conducted on October 30, 2024 to determine whether it conforms to the requirements of the Standard and version; and to assess whether the QMS is effectively implemented.

The internal audit was conducted by Auditor Ewen MacDonald

This report summarizes the audit results in section 2.0 Audit Findings, categorizing positive findings, non-conformities and opportunities for improvement.

### 1.1 Scope

The internal audit was performed at the Township of North Glengarry Alexandria/Maxville Water Treatment Plant located at 90 Main Street, Alexandria, Ontario

Operational Plans, Records, and Documents for the Township of North Glengarry were reviewed entirely for conformity to the Standard and version. This audit also reviewed the Township of North Glengarry's planned processes and programs to evaluate how well QMS requirements are integrated into them.

Process audits examine the resources (equipment, materials and people) used to transform the inputs into outputs, the methods (procedures and instructions) followed and the measures collected to determine process performance. Process audits check the adequacy and effectiveness of the process controls established by procedures, work instructions, training and process specifications.

The last Internal Audit was conducted on Oct 10, 2023. This audit focused on the period between October 19, 2022 and October 10, 2023.

#### Methodology

The audit was conducted in accordance with CAN/CSA-ISO 19011:03, Guidelines for Quality and /or Environmental Management Systems Auditing, and the Walkerton Clean Water Centre Course "Internal Auditing for the DWQMS".

The list of all auditing criteria is included in Appendix "A" – Audit Plan. Appendix "B" – Documents and Records reviewed. Appendix "C" – Document Review Checklist and Auditors Comments

In order to conduct audits within scope, time and budgetary constraints, they are based upon a sampling of processes, systems, operations and documents. Not every single document, operation, system, process, or piece of information relating to management system performance is reviewed. The size of the sample selected by the auditors is appropriate to the size and scale of the operation and information available. Objective evidence collected by the auditors is based upon the sampling.

The conclusions presented in this report are based on information presented during the internal audit.

## 1.2 Audit Program Monitoring and Reviewing

The implementation of the audit program was monitored and, at appropriate intervals, reviewed to assess whether the objectives have been met and to identify opportunities for improvement. The results of this review will be included in this report, if applicable.

Performance indicators were used to monitor characteristics such as:

- the ability to implement the audit plan,
- conformity with the audit program, schedules and audit objectives, and
- feedback from top management, auditees, auditors and other interested parties.

The audit program review considered:

- a) results and trends from monitoring,
- b) conformity with procedures,
- c) evolving needs and expectations of staff involved,
- d) audit program records,
- e) alternative or new auditing practices,
- f) effectiveness of the measures to address the risks associated with the audit program, and
- g) confidentiality and information security issues relating to the audit program.

Corrective actions and opportunities for improvement from the results of audit program reviews, if any, are included in the internal audit report's section 2.0 Audit Findings.

## 1.3 Auditors

The Auditor was Ewen MacDonald, who has received Internal Auditing for the DWQMS training through the Walkerton Clean Water Centre. Auditor qualifications are included in Appendix "D" – Auditor Training Certificates.

## 1.4 Confidentiality

The information gathered by the Auditor is the property of the Township of North Glengarry only and will not be transmitted to any third party without the prior written consent of an authorized representative.

All documents provided by the organization prior to and during the assessment are kept only for the purpose of audit review and audit report

## 2.0 Audit Findings

### 2.1 Positive Findings

The following positive audit findings were noted during the audit:

#### **Competency**

The QMS Representative has prepared an Orientation Presentation for new hires that is very thorough and well organized.

The QMS Representative demonstrates a high level of competency with the Operations Plan and all of the associated documents. Requests for documents and information related to this Internal Audit were provided without any issues that clearly show that the QMS Representative is organized and familiar with the DWQMS.

#### **Commitment**

The Township's CAO Participated in the Management Review demonstrating a high level of Commitment to the DWQMS.

All of Council and Top Management have taken the Standard of Care training. This training will assist the Owner (Council) in understanding their responsibilities to provide safe and reliable drinking water to the customers of North Glengarry

#### **Communications**

The QMS Representative has created a white board annual calendar with Milestone Dates for the DWQMS requirement along with other Legislative requirements that facilitates scheduling of Audits, Reviews etc. This provides a visual reminder for not only Angela but to all of the Operators and Top Management.

### 2.2 Non-Conformities

The following two non-conformities were noted during the audit:

- 1. Minor Non-Conformance – The DWQMS Station at the Alexandria Water Treatment Plan is not up to date. The QMS Representative updated the dates on the whiteboard when on-site.**
- 2. Minor Non Conformance – The Emergency Contact and Services Listing QMS SYS-T13 is not to date. There are changes to the Water Works Staff that are not reflected on the list.**



## 2.3 Opportunities for Improvement

The following is a list of opportunities for improvement noted in conducting this audit:

Reference	Opportunity for Improvement – Description
Element 2 QMS System Policy	The DWQMS policy could be posted at the top of the Water & Sewage Tab as a banner to provide a higher level of importance to the Standard.
Element 3 Commitment & Endorsement	OFI – Copies of for the DWQMS Commitment and Endorsement and the Purchasing By-laws should be Certified True
Element 12 Communications	OFI – The Power Point Presentation for the QMS Update to Council is included with the Agenda Package. This would be an opportunity for the QMS Team to make a presentation to Council to enhance Council's understanding of the importance of the DWQMS.
Element 14 Review and Provision of Infrastructure	Ensure that the Consultants update currently being worked on for the Township Asset Management Plan references Element 14 and incorporates the Asset Management Plan as a link to QMS SYS-P3 Review and Provision of Infrastructure Procedure.
Element 20 Management Review	OFI – the Internal Audit OFI's should be included in the DWQMS Power Point Presentation to Council

## 3.0 Conclusions

The results of the internal audit performed at the Township of North Glengarry for the drinking water system confirm that the quality management system was Implemented and Maintained over the past year.

While non-conformities and/or opportunities for improvement are cited in this audit report, they do not undermine the positive programs and attitudes already in place among the North Glengarry staff.

*Ewen MacDonald*

Ewen MacDonald

## Appendix "A" – Audit Plan

Internal Audit Start Date:		October 23, 2024										Internal Audit End Date:		November 1, 2024										
Date	Time	Participants	Process / Program	DWQMS Element																				
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
October 21 – October 25		EM	Desk Top Review	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
October 25	10:00-11:00	EM/AC/DM	Kick off Meeting	X																	X			
Oct 30	9:00-9:30	EM/AC/DM	Previous Audit Management Review	X																	X	X		
Oct 30	10:30-1:30	EM/AC	QMS Representative Responsibilities		X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Nov 1	9:30 – 10:00	EM/AC/DM/TW	Top Management Responsibilities	X	X	X									X		X	X			X	X	X	
Nov 1	9:30 - 10:00	EM/AC/DM/TW	Closing Meeting	X	X	X															X	X	X	

Initials EM-Ewen MacDonald Auditor, AC-Angela Cullen QMS Rep, DM-Dean McDonald Top Management, TW-Timothy Wright Top Management

## Appendix “B” – Documents and Records

The list of documents and records were reviewed and observations made during the audit include:

- QMS SYS-OP Plan V8 Nov 2022
- Internal Audit 2023
- Corrective Action Report 2023-1
- Corrective Action Report 2023-2
- Intertek External Audit Report Nov 30, 2023
- Directors Direction Minimum Requirements for Operations Plans May 2021
- QMS SYS E-1 Commitment & Endorsement
- QMS SYS P9 Communications Procedure
- QMS SYS P-2 Records Control Procedure
- October 2024 O.Reg 170/03 Certification of Analysis from Caduceon Laboratory for the Trihalomethanes (THM) at the Glen Robertson Water Treatment Plant
- QMS SYS M-40 Maintenance Log for the 175kW Genset at the Alexandria Water Treatment Plant
- Gen Xpert December 2023 Invoice for the External Maintenance for the 175kW Genset at the Alexandria Water Treatment Plant
- QMS SYS P-8 Risk Assessment Procedure
- QMS SYS F-5 Annual Risk Assessment Form September 2024
- Training Log for Rock Seguin
- 2024 On-Call Schedule
- QMS SYS-F9 Emergency Management Communications Form SCADA PLC Failure February 2024
- QMS SYS-F2 General Communications Form SCADA PLC Failure February 2024
- QMS SYS-F12 Management Review Checklist December 2023

- Appendix "C"

DOCUMENT REVIEW – DWQMS 2.0 (Condition Expected)	DOCUMENT REVIEW – Auditor Comments (Condition Found)
<p><b>1. Quality Management System (QMS)</b>  <b>PLAN</b> – The OP shall <i>document a QMS</i> that <i>meets the requirements</i> of this Standard.  <b>DO</b> – The OA shall <i>establish and maintain the QMS</i> in accordance with the requirements of this Standard and the <i>policies and procedures</i> documented in the OP.</p>	<p>The DWQMS Operations Plan V8, Conforms to the requirements of the Standard.</p> <p>The Township received a Certificate of Rec accreditation from SAI Global in June 2023</p> <p>The Operations Plan covers the two drinking water systems as subsystems with the Township as the Owner with common Top Management, QMS Representative, and Operations Staff.</p> <p>The Maxville System is an extension of the Alexandria System and fall under the same Licence number</p>
<p><b>2. QMS Policy</b>  <b>PLAN</b> – The OP shall <i>document a QMS Policy</i> that provides the foundation for the QMS, and:  a) includes a <i>commitment</i> to the <i>maintenance and continual improvement of the QMS</i>,  b) includes a commitment to the <i>Consumer to provide safe drinking water</i>,  c) includes a commitment to <i>comply with applicable legislation and regulations</i>, and  d) is in a form that <i>can be communicated</i> to all OA <i>personnel</i>, the <i>Owner</i> and the <i>Public</i>.  <b>DO</b> – The OA shall <i>establish and maintain a QMS</i> that is consistent with the QMS Policy.</p>	<p>The DWQMS Operations Plan Conforms with the requirements of the Standard</p> <p><b>Minor Non-Conformance – The DWQMS Station at the Alexandria Water Treatment Plan is not up to date. The QMS Representative updated the dates on the whiteboard when on-site.</b></p> <p>The DWQMS is posted on the Township Website as per QMS-SYS-P9, 4.5.2</p> <p><b>OFI – The DWQMS Policy Statement could be posted at the top of the Water &amp; Sewage Tab as a banner to provide a higher level of importance to the Standard.</b></p>

<p><b>3. Commitment and Endorsement</b>  <b>PLAN</b> – The OP shall contain a <i>written endorsement</i> of its contents by <i>Top Management</i> and the <i>Owner</i>.  <b>DO</b> – Top Management shall provide <i>evidence</i> of its <i>commitment</i> to an effective QMS by:  a) ensuring that a <i>QMS is in place that meets</i> the requirements of this Standard,  b) <i>ensuring</i> that the OA is aware of all applicable <i>legislative and regulatory requirements</i>,  c) <i>communicating</i> the <i>QMS</i> according to the procedure for communications,  d) <i>determining, obtaining or providing</i> the <i>resources needed</i> to maintain and continually improve the QMS.</p>	<p>In February 2024 all Council Members attended the Responsibilities Under the Standard of Care Course from the Walkerton Clean Water Agency</p> <p><b>OFI – Copies of for the DWQMS Commitment and Endorsement and the Purchasing By-laws should be Certified True</b></p>
<p><b>4. QMS Representative</b>  <b>PLAN</b> – The OP shall <i>identify</i> a <i>QMS representative</i>.  <b>DO</b> – Top Management shall <i>appoint and authorize</i> a QMS representative who, irrespective of other responsibilities, shall:  a) <i>administer</i> the QMS by <i>ensuring that processes and procedures needed</i> for the QMS are <i>established and maintained</i>,  b) <i>report to Top Management</i> on the <i>performance</i> of the QMS and any need for <i>improvement</i>,  c) ensure that <i>current versions of documents</i> required by the QMS are being <i>used at all times</i>,  d) ensure that <i>personnel</i> are <i>aware</i> of all applicable <i>legislative and regulatory requirements</i> that pertain to their duties for the operation of the Subject System, and  e) promote <i>awareness of the QMS</i> throughout the OA.</p>	<p>Top Management has appointed Water Works Compliance Coordinator Angela Cullen as the QMS Representative</p> <p>The QMS Representative has demonstrated a high level of commitment and competence with all of the required responsibilities of the role.</p>
<p><b>5. Document and Records Control</b>  <b>PLAN</b> – The OP shall document a procedure for Document and Records control that describes how:  a) <i>Documents required</i> by QMS are:  i. kept <i>current, legible</i> and readily <i>identifiable</i>  ii. <i>retrievable</i>  iii. <i>stored, protected, retained and disposed of</i>, and  b) <i>Records required</i> by the QMS are:  i. kept <i>legible</i>, and readily <i>identifiable</i>  ii. <i>retrievable</i>  iii. <i>stored, protected, retained and disposed of</i>.  <b>DO</b> – The OA shall implement and conform to the procedure for Document and Records control and shall ensure that QMS documentation for the Subject System includes:  a) the <i>OP</i> and its associated <i>policies and procedures</i>,  b) Documents and Records determined by the OA as <i>being needed</i> to ensure the effective <i>planning, operation and control</i> of its operations, and  c) the results of <i>internal and external Audits</i> and <i>management reviews</i>.</p>	<p>Records are retained in files that protect them from damage or loss as per QMS-SYS-P2 4.7.2</p> <p>Viewed the October 2024 O.Reg 170/03 Certification of Analysis from Caduceon Laboratory for the Trihalomethanes (THM) at the Glen Robertson Water Treatment Plant The records are retained for a minimum of 6 years as per QMS-SYS-P2 4.8.1.3</p>
<p><b>6. Drinking Water System (DWS)</b>  <b>PLAN</b> – The OP shall <i>document</i>, as applicable:  a) for the Subject System:  i. the name of the <i>Owner</i> and <i>OA</i>,  ii. if the system includes equipment that provides <i>Primary Disinfection</i> and/or <i>Secondary Disinfection</i>:  A. a <i>description of the system</i> including all applicable <i>Treatment System processes</i> and <i>Distribution System components</i>,  B. a Treatment System <i>process flow chart</i>,  C. a description of the <i>water source</i>, including:  I. general <i>characteristics of the raw water</i> supply,  II. <i>common event-driven fluctuations</i>, and</p>	<p>There have been no changes to the Drinking Water Systems</p>
<p><b>DOCUMENT REVIEW – DWQMS 2.0 (Condition Expected)</b></p>	<p><b>DOCUMENT REVIEW – Auditor Comments (Condition Found)</b></p>

<p>iii. any resulting <i>operational challenges and threats</i>.</p> <p>iii. if the system does not include equipment that provides Primary Disinfection or Secondary Disinfection:</p> <p>A. a description of the system including all Distribution System components, and</p> <p>B. a description of any <i>procedures</i> that are in place to <i>maintain disinfection residuals</i>.</p> <p>b) if the Subject System is an Operational Subsystem, a summary <i>description</i> of the <i>Municipal Residential Drinking Water System it is a part of</i> including the name of the <i>OA(OA's)</i> for the other Operational Subsystems.</p> <p>c) if the Subject System is <i>connected to one or more</i> other Drinking Water Systems owned by different <i>Owners</i>, a summary description of those systems which:</p> <p>i. indicates whether the Subject System <i>obtains water from or supplies water to</i> those systems,</p> <p>ii. names the <i>Owner</i> and <i>OA(OA's)</i> of those systems, and</p> <p>iii. identifies which, if any, of those systems that the Subject System <i>obtains</i> water from are relied upon to <i>ensure the provision of safe drinking water</i>.</p> <p>DO – The OA shall ensure that the <i>description</i> of the Drinking Water System is <i>kept current</i>.</p>	<p>The 175kW Genset Generator at the Alexandria Drinking Water Plant has received routine internal and external maintenance as per the Treatment Process Description in 6.1.2.</p> <p>Viewed QMS SYS M-40 for the Internal Maintenance Log and the December 2023 Invoice from Gen Xpert for the External Maintenance.</p> <p>The Glen Robertson Permit to Take Water is to be renewed in March 2025. The Permit Application is well underway.</p>
<p><b>7. Risk Assessment</b></p> <p>PLAN – The OP shall document a risk assessment process that:</p> <p>a) Considers potential hazardous events and associated hazards, as identified in MOECC document titled <i>Potential Hazardous Events for Municipal Residential Drinking Water Systems</i>, dated February 2017 as it may be amended. A copy of this document is available at <a href="http://www.ontario.ca/drinkingwater">www.ontario.ca/drinkingwater</a>.</p> <p>b) ID's <i>additional potential</i> hazardous events &amp; associated hazards,</p> <p>c) <i>assesses</i> the <i>risks</i> assoc. w/ the <i>occurrence</i> of hazardous events,</p> <p>d) <i>ranks</i> the hazardous events according to the <i>associated risk</i>,</p> <p>e) <i>identifies control measures</i> to address the potential hazards and hazardous events,</p> <p>f) identifies <i>Critical Control Points</i>,</p> <p>g) identifies a method to <i>verify, at least once every calendar year</i>, the <i>currency</i> of the information and the <i>validity of the assumptions</i> used in the risk assessment,</p> <p>h) ensures that the risks are <i>assessed at least once every thirty-six months</i>, and</p> <p>i) considers the <i>reliability and redundancy of equipment</i>.</p> <p>DO – The OA shall <i>perform</i> a risk assessment <i>consistent with the documented</i> process.</p>	<p>Reviewed QMS SYS-P8</p> <p>A 36 Month Comprehensive Risk Assessment as per 4.2.1 of QMS SYS-P8 was completed for the Glen Robertson DWS in March 2022.</p> <p>A 36 Month Comprehensive Risk Assessment as per 4.2.1 of QMS SYS-P8 was completed for the Alexandria DWS on November 16-17 2022</p> <p>Annual Risk Assessments were completed by the QMS Representative as per QMS SYS-P8 4.1 and revised/updated on QMS SYS-F5</p>
<p><b>8. Risk Assessment Outcomes</b></p> <p>PLAN – The OP shall document:</p> <p>a) the <i>identified potential hazardous events and associated hazards</i>,</p> <p>b) the <i>assessed risks associated with the occurrence</i> of hazardous events,</p> <p>c) the <i>ranked</i> hazardous events,</p> <p>d) the <i>identified control measures</i> to address the potential hazards and hazardous events,</p> <p>e) the identified <i>Critical Control Points</i> and their respective <i>Critical Control Limits</i>,</p> <p>f) procedures and/or processes to <i>monitor the Critical Control Limits</i>,</p> <p>g) procedures to <i>respond to deviations from the Critical Control Limits</i>, and</p> <p>h) procedures for <i>reporting and recording deviations</i> from the Critical Control Limits.</p> <p>DO – The OA shall <i>implement and conform</i> to the procedures.</p>	<p>The Water Department uses a stand-alone server that is managed by an IT Technician in house.</p> <p>The Township is a member of the OnWarn System for industry updates and requests.</p>

<p><b>9. Org. Structure, Roles, Responsibilities and Authorities</b>  <b>PLAN</b> – The OP shall:  a) describe the <b>organizational the structure</b> of the OA including <b>respective roles, responsibilities and authorities</b>,  b) delineate <b>corporate oversight</b> roles, responsibilities, authorities in the case where the OA operates multiple Subject Systems,  c) identify the <b>person, persons or group of people</b> within the management structure of the org. responsible for undertaking the <b>Management Review</b> described in Element 20,  d) identify the person, persons or group of people, having <b>Top Management responsibilities</b> required by this Standard, along with their responsibilities, &amp;  e) identify the <b>Owner</b> of the Subject System.  <b>DO</b> – The OA shall <b>keep current</b> the description of the organizational structure including respective roles, responsibilities and authorities, and shall <b>communicate</b> this information to OA <b>personnel</b> and the <b>Owner</b>.</p>	<p>The Director of Public Works and the Environmental Services Participated in the Infrastructure Review, the Provision of Infrastructure and the Management Review</p> <p>The Water Works Foreman understands their role within the QMS as per 9.2.6.</p>
<p><b>DOCUMENT REVIEW – DWQMS 2.0 (Condition Expected)</b></p>	<p><b>DOCUMENT REVIEW – Auditor Comments (Condition Found)</b></p>
<p><b>10. Competencies</b>  <b>PLAN</b> – The OP shall <b>document</b>:  a) <b>competencies</b> required for personnel performing duties directly <b>affecting drinking water quality</b>,  b) activities to <b>develop and/or maintain competencies</b> for personnel performing duties directly affecting drinking water quality, and  c) activities to ensure that personnel are <b>aware of the relevance of their duties</b> and <b>how they affect</b> safe drinking water.   <b>DO</b> – The OA shall undertake <b>activities</b> to:  a) <b>meet and maintain competencies</b> for personnel directly affecting drinking water quality and shall <b>maintain records</b> of these activities, and  b) <b>ensure that personnel are aware</b> of the relevance of their duties and how they affect safe drinking water and shall <b>maintain records</b> of these activities.</p>	<p>The Township has implemented “Compliance 365’ to electronically track Operator Training.</p> <p>Viewed Training Log for Rock Seguin</p> <p>All of Council and Top Management have taken the Standard of Care Training?</p>
<p><b>11. Personnel Coverage</b>  <b>PLAN</b> – The OP shall document a procedure to ensure that <b>sufficient personnel meeting identified competencies</b> are available for duties that <b>directly affect</b> drinking water quality.  <b>DO</b> – The OA shall <b>implement and conform</b> to the procedure.</p>	<p>Viewed Annual On Call Schedule that was posted by the Lead hand as per Emergency Scheduling and Response 11.2</p>
<p><b>12. Communications</b>  <b>PLAN</b> – The OP shall document a <b>procedure</b> for communications that describes <b>how</b> the <b>relevant aspects of the QMS</b> are <b>communicated</b> between Top Management and:  a) the <b>Owner</b>,  b) OA <b>personnel</b>,  c) <b>Suppliers</b> that have been identified as essential under Plan (a) of Element 13 of this Standard, and  d) the <b>Public</b>.   <b>DO</b> – The OA shall <b>implement and conform</b> to the procedure.</p>	<p>New Hires have received DWQMS Training within 6 months of their Starting Date as per QMS-SYS-P9 4.3.1</p> <p>The QMS Representative has prepared an Orientation Presentation for new hires that is very thorough and well organized.</p> <p>The QMS Representative has prepared Power Point Presentation for the Annual Management Review Of the QMS as per QMS SYS-P9 4.1.2 that was attached to Staff Report PW 2024-01 and approved by Council at the January 29, 2024 Council Meeting.</p> <p><b>OFI – The Power Point Presentation is included with the Agenda Package. This would be an opportunity for the QMS Team to make a presentation to Council to enhance Council’s understanding of the importance of the DWQMS.</b></p>

<p><b>13. Essential Supplies and Services</b>  <b>PLAN</b> – The OP shall:  a) identify all <i>supplies and services essential</i> for the delivery of <i>safe drinking water</i> and shall state, for each supply or service, the <i>means to ensure its procurement</i>, and  b) include a procedure by which the OA <i>ensures the quality</i> of essential supplies and services, in as much as they may affect drinking water quality.  <b>DO</b> – The OA shall implement and conform to the procedure.</p>	<p>There are no changes to the Essential Suppliers and Service Providers.</p> <p>The lists are very comprehensive and well organized!</p>
<p><b>14. Review and Provision of Infrastructure</b>  <b>PLAN</b> – The OP shall document a procedure for <i>reviewing the adequacy of the infrastructure necessary</i> to operate and maintain the Subject System that:  a) <i>Considers the outcomes of the risk assessment</i> documented under Element 8, and  b) <i>Ensures that the adequacy of the infrastructure necessary</i> to operate and maintain the Subject System is reviewed <i>at least once every Calendar Year</i>.   <b>DO</b> – The OA shall <i>implement and conform</i> to the procedure and <i>communicate the findings</i> of the review to the <i>Owner</i>.</p>	<p>The 2024 Review and Provision of Infrastructure is Scheduled for November 1, 2024 as per QMS SYS-P3</p> <p>The Township is currently Updating their Asset Management Plan.</p>
<p><b>15. Infrastructure Maintenance, Rehabilitation and Renewal</b>  <b>PLAN</b> – The OP shall document:  a) a <i>summary</i> of the OA's <i>infrastructure maintenance, rehabilitation and renewal programs</i> for the Subject System, and  b) a <i>long term forecast of major infrastructure maintenance, rehabilitation and renewal activities</i>.   <b>DO</b> – The OA shall:  a) <i>keep the summary</i> of the infrastructure maintenance, rehabilitation and renewal programs <i>current</i>,  b) ensure that the <i>long term forecast</i> is <i>reviewed at least once every Calendar Year</i>,  c) <i>communicate</i> the programs <i>to the Owner</i>, and  d) <i>monitor the effectiveness</i> of the maintenance program.</p>	<p>The Operations Plan V8 includes long term planning and forecasting</p>
<p><b>DOCUMENT REVIEW – DWQMS 2.0 (Condition Expected)</b></p>	<p><b>DOCUMENT REVIEW – Auditor Comments (Condition Found)</b></p>
<p><b>16. Sampling, Testing and Monitoring</b>  <b>PLAN</b> – The OP shall document:  a) a <i>sampling, testing and monitoring procedure</i> for <i>process control and finished drinking water quality</i> including requirements for sampling, testing and monitoring at the <i>conditions most challenging</i> to the Subject System,  b) a description of <i>relevant sampling, testing or monitoring</i> activities, if <i>any</i>, that take place <i>upstream</i> of the Subject System, and  c) a procedure that describes how sampling, testing and monitoring results are <i>recorded and shared</i> between the <i>OA</i> and the <i>Owner</i>, where applicable.   <b>DO</b> – The OA shall implement and conform to the procedures.</p>	
<p><b>17. Measurement and Recording Equipment Calibration and Maintenance</b>  <b>PLAN</b> – The OP shall document a <i>procedure</i> for the <i>calibration and maintenance</i> of <i>measurement and recording</i> equipment.   <b>DO</b> – The OA shall <i>implement and conform</i> to the procedure.</p>	<p>There are no issues with the scheduled calibration and maintenance of measurement and recording equipment.</p>



<p><b>18. Emergency Management</b>  <b>PLAN</b> – The OP shall document a <i>procedure to maintain a state of emergency preparedness</i> that includes:  a) a <i>list of potential emergency situations</i> or service interruptions,  b) <i>processes</i> for emergency <i>response and recovery</i>,  c) emergency response <i>training and testing</i> requirements,  d) <i>Owner and OA responsibilities</i> during emergency situations,  e) <i>references to municipal</i> emergency planning measures as appropriate, and  f) an <i>emergency communication protocol</i> and an <i>up-to-date list</i> of emergency <i>contacts</i>.</p> <p><b>DO</b> – The OA shall <i>implement and conform</i> to the procedure.</p>	<p><b>Minor Non Conformance – The Emergency Contact and Services Listing QMS SYS-T13 is not to date. There are changes to the Water Works Staff</b></p> <p><b>Viewed the Emergency Management Table Top Exercise on a SCADA PLC Failure. QMS SYS-F9 Emergency Management Communications Form and QMS SYS-F2 General Communications Form.</b></p> <p>An Electronic copy of the Township’s 2024 Emergency Management Plan is available to the QMS Representative.</p>
<p><b>19. Internal Audits</b>  <b>PLAN</b> – The OP shall document a <i>procedure for internal Audits</i> that:  a) <i>evaluates conformity of the QMS</i> with the requirements of this Standard,  b) identifies internal Audit <i>criteria, frequency, scope, methodology and record-keeping</i> requirements,  c) considers <i>previous internal and external Audit results</i>, and  d) describes <i>how QMS Corrective Actions are identified and initiated</i>.</p> <p><b>DO</b> – The OA shall <i>implement and conform</i> to the procedure and shall ensure that internal Audits are conducted at <i>least once every Calendar Year</i>.</p>	<p>An Internal Audit was conducted in October 2024 and finalized and submitted on November 1, 2024</p>
<p><b>20. Management Review</b>  <b>PLAN</b> – The OP shall document a <i>procedure for management review</i> that <i>evaluates</i> the continuing <i>suitability, adequacy and effectiveness</i> of the QMS and that includes consideration of:  a) incidents of <i>regulatory non-compliance</i>,  b) incidents of <i>adverse drinking water tests</i>,  c) <i>deviations from Critical Control Point limits</i> and <i>response actions</i>,  d) the <i>effectiveness of the risk assessment</i> process,  e) <i>internal and third-party Audit</i> results,  f) <i>results of emergency response testing</i>,  g) <i>operational performance</i>,  h) <i>raw water supply and drinking water quality trends</i>,  i) follow-up on <i>action items</i> from <i>previous management reviews</i>,  j) the <i>status</i> of management <i>action items</i> identified between reviews,  k) <i>changes that could affect</i> the QMS,  l) <i>Consumer feedback</i>,  m) the <i>resources needed</i> to maintain the QMS,  n) the <i>results of the infrastructure review</i>,  o) <i>OP currency, content and updates</i>, and  p) <i>staff suggestions</i>.</p>	<p>Viewed the Management Review QMS SYS-F12 Checklist completed by Top Management and the QMS Representative on December 13<sup>th</sup> 2023</p> <p><b>OFI – the Internal Audit OFI’s should be included in the DWQMS Power Point Presentation to Council</b></p> <p>The Township’s CAO Participated in the Management Review demonstrating a high level of Commitment to the DWQMS</p> <p>The next Management Review is scheduled for November 2024</p>
<p><b>DOCUMENT REVIEW – DWQMS 2.0 (Condition Expected)</b></p>	<p><b>DOCUMENT REVIEW – Auditor Comments (Condition Found)</b></p>

<p><b>DO</b> – Top Management shall <i>implement and conform</i> to the procedure and shall:</p> <ul style="list-style-type: none"> <li>a) ensure that a management review is conducted <i>at least once every Calendar Year</i>,</li> <li>b) consider the <i>results of the management review</i> and identify <i>deficiencies and actions</i> items to address the <i>deficiencies</i>,</li> <li>c) provide a <i>record of any decisions and action items</i> related to the management review including the <i>personnel responsible</i> for delivering the action items and the <i>proposed timelines</i> for their implementation, and</li> <li>d) <i>report the results of the management review, the identified deficiencies, decisions and action items to the Owner.</i></li> </ul>	
<p><b>21. Continual Improvement</b>  <b>PLAN</b> – The OA shall develop a <i>procedure</i> for <i>tracking and measuring continual improvement</i> of its QMS by:</p> <ul style="list-style-type: none"> <li>a) <i>reviewing and considering</i> applicable <i>best management practices</i>, including any published by the Ministry of the Environment and Climate Change and available on <a href="http://www.ontario.ca/drinkingwater">www.ontario.ca/drinkingwater</a>, at least once every thirty-six months;</li> <li>b) documenting a process for <i>identification and management</i> of QMS <i>Corrective Actions</i> that includes: <ul style="list-style-type: none"> <li>i. <i>investigating the cause(s)</i> of an identified non-conformity,</li> <li>ii. <i>documenting the action(s) that will be taken</i> to correct the non-conformity and prevent the non-conformity from re-occurring, and</li> <li>iii. <i>reviewing the action(s) taken</i> to correct the non-conformity, <i>verifying that they are implemented and are effective in correcting and preventing</i> the re-occurrence of the non-conformity.</li> </ul> </li> <li>c) documenting a process for identifying and implementing <i>Preventive Actions</i> to eliminate the occurrence of potential non-conformities in the QMS that includes: <ul style="list-style-type: none"> <li>i. <i>reviewing potential non-conformities</i> that are identified to determine if preventive actions may be necessary,</li> <li>ii. <i>documenting the outcome of the review</i>, including the action(s), if any, that will be taken to prevent a non-conformity from occurring, and</li> <li>iii. <i>reviewing the action(s) taken to prevent</i> a non-conformity, <i>verifying that they are implemented and are effective</i> in preventing the occurrence of the non-conformity.</li> </ul> </li> </ul> <p><b>DO</b> – The OA shall <i>strive to continually improve the effectiveness of its QMS</i> by implementing and conforming to the procedure.</p>	<p>The QMS Representative has created a white board annual calendar with Milestone Dates for the DWQMS requirement along with other Legislative requirements that facilitates scheduling of Audits, Reviews etc. This provides a visual reminder for not only Angela but to all of the Operators and Top Management.</p>

# Appendix "D" – Auditor Training Certificate



## CERTIFICATE OF ACHIEVEMENT

**EWEN MACDONALD**

*has successfully completed the*

**INTERNAL AUDITING FOR THE DRINKING WATER QUALITY MANAGEMENT STANDARD  
- October 20 & 21, 2010 course**

WWOCS Course ID # 2682

October 20, 2010 to October 21, 2010

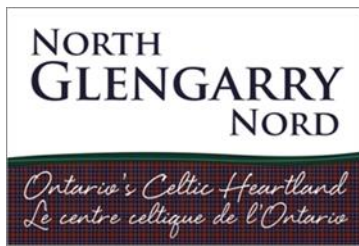
Director Approved Continuing Education Units: 1.4

\_\_\_\_\_  
Brian Bates  
CEO

October 21, 2010

\_\_\_\_\_  
Date

[www.wcwc.ca](http://www.wcwc.ca)



**STAFF REPORT TO COMMITTEE OF THE WHOLE**

**Report No:PW-2024-31**

**DATE:** 20-NOV-24

From: Timothy Wright, Director of Public Works

RE: Annual DWQMS External Audit Report and Results

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**Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. PW-2024-31 Annual DWQMS External Audit Report and Results for information purposes only.

**Background / Analysis:**

As per our internal communication procedure, Top Management must provide an update on the QMS status, including the Annual DWQMS External Audit Report and Results.

- The external surveillance audit took place on November 4<sup>th</sup> 2024 and was performed by Intertek
- We received only one opportunity for improvement and no non-conformities:
  - Opportunity for Improvement: Consider including reference to the MECP's Potential Hazardous Events for Municipal Residential Drinking Water Systems to Consider in the DWQMS Risk Assessment, April 2022 within the risk assessment procedure.

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Attachments & Relevant Legislation:**

Safe Drinking Water Act, 2002

Clean Water Act, 2006

**Other Consulted:**

Angela Cullen, Water Wastewater Compliance Coordinator

Dean McDonald, Environmental Services Manager

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

# Audit Report

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DWQMS Surveillance Audit for

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

Audited Address: 3270 County Road 34, RR2, Alexandria, Ontario,  
K0C 1A0

Start Date: Nov. 4/24 End Date: Nov.4/24

Type of audit - Surveillance System Audit

Issue Date: November 6, 2024

Revision Level: *Final*



## Audit Report

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### BACKGROUND INFORMATION

Intertek - SAI Global conducted an audit of The Corporation of the Township of North Glengarry beginning on Nov.4/24 and ending on Nov.4/24 to DWQMS ver 2(2017).

The purpose of this audit report is to summarise the degree of compliance with relevant criteria, as defined on the cover page of this report, based on the evidence obtained during the audit of your organization. This audit report considers your organization's policies, objectives, and continual improvement processes. Comments may include how suitable the objectives selected by your organization appear to be in regard to maintaining customer satisfaction levels and providing other benefits with respect to policy and other external and internal needs. We may also comment regarding the measurable progress you have made in reaching these targets for improvement.

Intertek - SAI Global audits are carried out within the requirements of Intertek - SAI Global procedures that also reflect the requirements and guidance provided in the international standards relating to audit practice such as ISO/IEC 17021-1, ISO 19011 and other normative criteria. Intertek - SAI Global Auditors are assigned to audits according to industry, standard or technical competencies appropriate to the organization being audited. Details of such experience and competency are maintained in our records.

In addition to the information contained in this audit report, Intertek - SAI Global maintains files for each client. These files contain details of organization size and personnel as well as evidence collected during preliminary and subsequent audit activities (Documentation Review and Scope) relevant to the application for initial and continuing certification of your organization.

Please take care to advise us of any change that may affect the application/certification or may assist us to keep your contact information up to date, as required by Intertek - SAI Global Terms and Conditions.

This report has been prepared by Intertek - SAI Global Limited (Intertek - SAI Global) in respect of a Client's application for assessment by Intertek - SAI Global. The purpose of the report is to comment upon evidence of the Client's compliance with the standards or other criteria specified. The content of this report applies only to matters, which were evident to Intertek - SAI Global at the time of the audit, based on sampling of evidence provided and within the audit scope. Intertek - SAI Global does not warrant or otherwise comment upon the suitability of the contents of the report or the certificate for any particular purpose or use. Intertek - SAI Global accepts no liability whatsoever for consequences to, or actions taken by, third parties as a result of or in reliance upon information contained in this report or certificate.

Please note that this report is subject to independent review and approval. Should changes to the outcomes of this report be necessary as a result of the review, a revised report will be issued and will supersede this report.

<b>Standard:</b>	DWQMS ver 2 (2017)
<b>Applicable codes:</b>	DWQMS ver 2 (2017)
<b>Scope of Certification:</b>	DWQMS ver 2 (2017)
<b>Drinking Water System Owner:</b>	The Corporation of the Township of North Glengarry
<b>Operating Authority:</b>	North Glengarry Water Works Department
<b>Population Services:</b>	3500
<b>Activities:</b>	<b>Treatment Distribution</b>
<b>Drinking Water Systems</b>	

**Alexandria DWS - 220001030**

**Glen Robertson DWS - 220008408**

<b>Total audit duration:</b>	<b>Person(s): 1</b>	<b>Day(s): 0.88</b>
<b>Audit Team Member(s):</b>	Janet McKenzie	

<b>Other Participants:</b>	n/a
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## Audit Report

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### Definitions and action required with respect to audit findings

#### Major Non-conformance:

Based on objective evidence, the absence of, or a significant failure to implement and/or maintain conformance to requirements of the applicable standard. Such issues may raise significant doubt as to the capability of the management system to achieve its intended outputs (i.e. the absence of or failure to implement a complete Management System clause of the standard); or

A situation which would on the basis of available objective evidence, raise significant doubt as to the capability of the Management System to achieve the stated policy and objectives of the customer.

NOTE: The "applicable Standard" is the Standard which Intertek - SAI Global are issuing certification against, and may be a Product Standard, a management system Standard, a food safety Standard or another set of documented criteria.

Action required: This category of findings requires Intertek - SAI Global to issue a formal NCR; to receive and approve client's proposed correction and corrective action plans; and formally verify the effective implementation of planned activities. Correction and corrective action plan should be submitted to Intertek - SAI Global prior to commencement of follow-up activities as required. Follow-up action by Intertek - SAI Global must 'close out' the NCR or reduce it to a lesser category **within 90 days for initial certification and within 60 days for surveillance or re-certification audits, from the last day of the audit.**

If significant risk issues (e.g. safety, environmental, food safety, product legality/quality, etc.) are detected during an audit these shall be reported immediately to the Client and more immediate or instant correction shall be requested. If this is not agreed and cannot be resolved to the satisfaction of Intertek - SAI Global, immediate suspension shall be recommended.

In the case of initial certification, failure to close out NCR within the time limits means that the Certification Audit may be repeated.

If significant risk issues (e.g. safety, environmental, food safety, product legality/quality, etc.) are detected during an audit these shall be reported immediately to the Client and more immediate or instant correction shall be requested. If this is not agreed and cannot be resolved to the satisfaction of Intertek - SAI Global, immediate suspension shall be recommended.

In the case of an already certified client, failure to close out NCR within the time limits means that suspension proceedings may be instituted by Intertek - SAI Global.

Follow-up activities incur additional charges.

#### Minor Non-conformance:

Represents either a management system weakness or minor issue that could lead to a major nonconformance if not addressed. Each minor NC should be considered for potential improvement and to further investigate any system weaknesses for possible inclusion in the corrective action program

Action required: This category of findings requires Intertek - SAI Global to issue a formal NCR; to receive and approve client's proposed correction and corrective action plans; and formally verify the effective implementation of planned activities at the next scheduled audit.

#### Opportunity for Improvement:

A documented statement, which may identify areas for improvement however shall not make specific recommendation(s).

Action required: Client may develop and implement solutions in order to add value to operations and management systems. Intertek - SAI Global is not required to follow-up on this category of audit finding.



### Audit Type and Purpose

#### Surveillance Audit:

A systems desktop audit in accordance with the systems audit procedure as it applies to Full Scope accreditation. The audit also included consideration of the results of the most recent audit undertaken in accordance with this Accreditation Protocol and any of the following that have occurred subsequent to that audit including but limited to;

- (a) the results of any audits undertaken in accordance with element 19 of the DWQMS V2;
- (b) historical responses taken to address corrective action requests made by an Accreditation Body;
- (c) the results of any management reviews undertaken in accordance with element 20 of the DWQMS V2; and,
- (d) any changes to the documentation and implementation of the QMS.

#### Audit Objectives

The objective of the audit was to determine whether the drinking water Quality Management System (QMS) of the subject system conforms to the requirements of the Ontario Ministry of the Environment & Climate Change (MOECC) Drinking Water Quality Management Standard (DWQMS V2).

The audit was also intended to gather the information necessary for Intertek - SAI Global to assess whether accreditation can continue or be offered or to the operating authority.

#### Audit Scope

The facilities and processes associated with the operating authority's QMS were objectively evaluated to obtain audit evidence and to determine a) whether the quality management activities and related results conform with DWQMS V2 requirements, and b) if they have been effectively implemented and/or maintained.

#### Audit Criteria:

- The Drinking Water Quality Management Standard Version 2
- Current QMS manuals, procedures and records implemented by the Operating Authority
- Intertek - SAI Global Accreditation Program Handbook

#### Confidentiality and Documentation Requirements

The Intertek - SAI Global stores their records and reports to ensure their preservation and confidentiality. Unless required by law, the Intertek - SAI Global will not disclose audit records to a third party without prior written consent of the applicant. The only exception will be that the Intertek - SAI Global will provide audit and corrective action reports to the Ontario Ministry of the Environment. For more information, please refer to the Intertek - SAI Global Accreditation Program Handbook.

As part of the Intertek - SAI Global Terms, it is necessary for you to notify Intertek - SAI Global of

## **Audit Report**

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any changes to your Quality Management System that you believe are significant enough to risk non-conformity with DWQMS V2: For more information, please refer to the Intertek - SAI Global Accreditation Program Handbook.

### **Review of any changes**

Changes to the company since last audit include: n/a

## **EXECUTIVE OVERVIEW**

Based on the results of this surveillance system audit the management system remains effectively implemented and meets the requirements of the standard relative to the scope of certification; therefore, a recommendation for continued certification will be submitted.

## **Recommendation**

Based on the results of this audit it has been determined that the management system is effectively implemented and maintained and meets the requirements of the standard relative to the scope of certification identified in this report; therefore, a recommendation for (continued) certification will be submitted to Intertek - SAI Global review team.

## **Opportunities for Improvement:**

The following opportunities for improvement have been identified:

- Consider including reference to the MECP's *Potential Hazardous Events for Municipal Residential Drinking Water Systems to Consider in the DWQMS Risk Assessment, April 2022* within the risk assessment procedure.

It is suggested that the opportunities for improvement be considered by management to further enhance the company's Quality Management System and performance.

## **Audit Report**

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### **Management System Documentation**

The management systems operational plan(s) was reviewed and found to be in conformance with the requirements of the standard.

### **Management Review**

Records of the most recent management review meetings were verified and found to meet the requirements of the standard. All inputs were reflected in the records, and appear suitably managed as reflected by resulting actions and decisions.

### **Internal Audits**

Internal audits are being conducted at planned intervals to ensure conformance to planned arrangements, the requirements of the standard and the established management system.

### **Corrective, Preventive Action & Continual Improvement Processes**

The company is implementing an effective process for the continual improvement of the management system through the use of the quality policy, quality objectives, audit results, data analysis, the appropriate management of corrective and preventive actions and management review.

## Audit Report

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### Summary of Findings

1. Quality Management System	Conforms
2. Quality Management System Policy	NANC
3. Commitment and Endorsement	Conforms
4. Quality Management System Representative	Conforms
5. Document and Records Control	Conforms
6. Drinking-Water System	NANC
7. Risk Assessment	OFI
8. Risk Assessment Outcomes	Conforms*
9. Organizational Structure, Roles, Responsibilities and Authorities	NANC
10. Competencies	NANC
11. Personnel Coverage	NANC
12. Communications	NANC
13. Essential Supplies and Services	NANC
14. Review and Provision of Infrastructure	NANC
15. Infrastructure Maintenance, Rehabilitation & Renewal	NANC
16. Sampling, Testing and Monitoring	NANC
17. Measurement & Recording Equipment Calibration and Maintenance	NANC
18. Emergency Management	Conforms
19. Internal Audits	Conforms
20. Management Review	Conforms
21. Continual Improvement	Conforms
<b>Major NCR #</b>	Major non-conformity. The auditor has determined one of the following: (a) a required element of the DWQMS has not been incorporated into a QMS; (b) a systemic problem with a QMS is evidenced by two or more minor non-conformities; or (c) a minor non-conformity identified in a corrective action request has not been remedied.
<b>Minor NCR #</b>	Minor non-conformity. In the opinion of the auditor, part of a required element of the DWQMS has not been incorporated satisfactorily into a QMS.
<b>OFI</b>	Opportunity for improvement. Conforms to the requirement, but there is an opportunity for improvement.
<b>Conforms</b>	Conforms to requirement.
<b>NANC</b>	Not applicable/Not Covered during this audit.
<b>****</b>	Additional comment added by auditor in the body of the report.

## Audit Report

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### PART D. Audit Observations, Findings and Comments

DWQMS Reference:	1 Quality Management System
Client Reference:	Township of North Glengarry DWQMS Multi-System Operational Plan 2.0 , v 8, Nov.24/22 (QMS SYS-OP PLAN)
Details: Conforms.	

DWQMS Reference:	3 Commitment and Endorsement
Client Reference:	Commitment and Endorsement Procedure, QMS SYS-P13. V5, Dec 6, 2023 <i>Appendix G1 – Endorsement (QMS SYS -E1) – QMS SYS-E1 v2, November 24/22</i>
Details: Conforms. The Commitment and Endorsement procedure has been updated to include reference to the current by-law. The actual council endorsement has not changed.	

DWQMS Reference:	4 Quality Management System Representative
Client Reference:	<i>Section 4 of Operational Plan QMS Representative</i>
Details: Conforms. The QMS Representative continues to be appointed to Water Works Compliance Coordinator.	

DWQMS Reference:	5 Document and Record Control
Client Reference:	<i>Appendix A1 QMS SYS-P1, QMS Document Control Procedure, V6, Dec 6/23</i> <i>Appendix A2 QMS Records Control SYS-P2, v5, Sept 20/22</i>
Details: Conforms. Revision to QMS SYS-P1 changed Directors Direction reference to current date of issue and now ties in endorsement element for re-endorsement triggers. Revision to QMS SYS-P2 reflects retention and destruction timelines for records.	

DWQMS Reference	7 Risk Assessment
Client Reference:	<i>Section 7 of Operational Plan Risk Assessment</i> <i>QMS Risk Assessment Procedure (QMS SYS-P8, v6, Nov2022)</i>
Details: Opportunity for Improvement Consider including reference to the MECP's <i>Potential Hazardous Events for Municipal Residential Drinking Water Systems to Consider in the DWQMS Risk Assessment, April 2022</i> within the risk assessment procedure.	

DWQMS Reference:	8 Risk Assessment Outcomes
Client Reference:	<i>Section 8 of Operational Plan Risk Assessment Outcomes</i> <i>QMS SYS-F4G in Appendix C2 for Glen Roberston, ver 5, March 2022</i> <i>Annual review for Glen Robertson risk assessment (Sept 9, 2024)</i>

## Audit Report

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	<i>QMS SYS-F4A in Appendix C1 for Alexandria, ver 6, Nov 2022</i> <i>Annual review for Alexandria risk assessment (Sept 9, 2024)</i>
Details: Conforms.	
Comment: Consider including details on the 36-month cycle to Glen Robertson's risk assessment outcomes table.	

DWQMS Reference:	18 Emergency Management
Client Reference:	<i>QMS Sys-P10 Emergency Management procedure, v9, Nov 2022</i> <i>2024 Emergency test exercise – SCADA PLC failure, Feb 27/24</i>
Details: Conforms.	

DWQMS Reference:	19 Internal Audits
Client Reference:	<i>QMS SYS-P11, QMS Internal Audit Procedure, v6, Nov 2022</i> <i>2024 Internal audit report for Audit dates: October 21 – November 1, 2024</i> <i>CAR#2024-01 and CAR#2024-2</i>
Details: Conforms. Two minor non-conformances and 5 OFIs were raised.	

DWQMS Reference:	20 Management Review
Client Reference:	<i>QMS SYS-P12 QMS Management Review , v5, Nov2022</i> QMS Management Review minutes: December 13, 2023 (covers November 2022 – November 2023)
Details: Conforms.	

DWQMS Reference:	21 Continual Improvement
Client Reference:	<i>QMS SYS-P14 QMS Preventative and Corrective Actions, v5, Dec 2023</i> Action Item Form – QMS SYS F8 “Competencies under Owner and Top Management”, Dec 8/23
Details: Conforms.	

Details regarding the personnel interviewed and objective evidence reviewed are maintained on file at Intertek - Intertek - SAI Global.

This report was prepared by:



Intertek - Intertek - SAI Global Management Systems Auditor

## **Audit Report**

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The audit report is distributed as follows:

- Intertek - Intertek - SAI Global
- Operating Authority
- Owner
- MOECC

## **Notes**

Copies of this report distributed outside the organization must include all pages.



Document Title: QMS Review and Provision of Infrastructure Report		QMS Form Number: QMS SYS-F3
		Revision Number: v4
Authorized By: Angela Cullen	Issued Date: August 10, 2010	Revision Date: August 14, 2023

## QMS Review and Provision of Infrastructure Report

A copy of this report, once completed, is to be forwarded to the Owner.

<b>Date of Review</b>	November 1, 2022
<b>Review Cycle</b>	Aug 2023-Aug 2024
<b>Drinking Water Systems Included</b>	<input checked="" type="checkbox"/> Alexandria DWS <input checked="" type="checkbox"/> Glen Robertson DWS
<b>Infrastructure Review Participants</b>	
<b>Name</b>	<b>Signature</b>
Tim Wright	
Dean McDonald	
Angela Cullen	
Roch Seguin	
Jacob Rheume	
<b>Conclusions and Recommendations</b> <i>(attach any supporting documents and records)</i>	
<ul style="list-style-type: none"> <li>• System Overview <ul style="list-style-type: none"> <li>– No source shortfalls or capacity issues at this point for both Glen Robertson and Alexandria</li> <li>– No major changes to risk or processes for both systems</li> <li>– Inspection processes have been completed as planned</li> <li>– Reviews have been conducted as per requirements, but timelines have varied slightly</li> </ul> </li> <li>• System Growth <ul style="list-style-type: none"> <li>– No major expansion to system planned in the next year</li> <li>– Draft Standards being created at SDG Level for Large Projects</li> <li>– Other limiting factors such as wastewater system capacities and servicing areas shortfalls</li> </ul> </li> <li>• Infrastructure Refurbish/Replacement in WTP/Distribution <ul style="list-style-type: none"> <li>– Planned equipment repair/refurbishment <ul style="list-style-type: none"> <li>▪ A few suggestions from Operational Staff</li> <li>▪ Focus on laying out better 10yrs Capital Planning Targets and Asset Indexing to help future planning and budget preparation</li> </ul> </li> <li>– On-going work towards Alexandria water loss</li> </ul> </li> <li>• Outstanding Issues/Follow-Up Requirements <ul style="list-style-type: none"> <li>– 10yrs Capital Plan Update</li> <li>– Asset Indexing</li> <li>– Equipment Deficiencies follow-up</li> <li>– Documentation follow-up</li> </ul> </li> </ul>	

Discussion Item	Notes, Comments
<p><b>1. Purpose Review</b></p>	<ul style="list-style-type: none"> <li>• Ensure effective communication of drinking water system operations and maintenance</li> <li>• Ensure consistent and regular review of drinking water system conditions and capacities</li> <li>• Review outcomes to be used as a tool for planning and budgeting</li> <li>• Ensures communication from Operational Staff to Top Management</li> </ul>
<p><b>2. Agenda</b></p>	<ul style="list-style-type: none"> <li>• Review topics to be covered</li> <li>• Other topics to be included               <ul style="list-style-type: none"> <li>– no additions</li> </ul> </li> </ul>
<p><b>3. Input from Public Planning Departments</b></p>	<ul style="list-style-type: none"> <li>• CBO was unable to attend today, but all information on growth and planning were forwarded for review.               <ul style="list-style-type: none"> <li>– No comments or revisions received from Jacob Rheume</li> </ul> </li> <li>• Population Growth               <ul style="list-style-type: none"> <li>– SDG Growth Forecast Study</li> <li>– Applications are evaluated through SDG before coming down to NG</li> <li>– Minor projected steady employment and growth</li> <li>– No deficiencies in land mass/needs to promote growth                   <ul style="list-style-type: none"> <li>▪ No specific areas targeted for development, displayed mapping provided from Maxville Uncommitted Reserve Study                       <ul style="list-style-type: none"> <li>→ Covers both Alx &amp; Max due to WTP and Distribution</li> </ul> </li> <li>▪ Projects are evaluated as part of ongoing application process, potential minor changes due to passing of the SDG Application &amp; Design Standards</li> <li>▪ There are areas in village boundaries are not easily serviceable without major infrastructure investment and/or development</li> </ul> </li> </ul> </li> </ul>
<p><b>4. Growth</b></p>	<ul style="list-style-type: none"> <li>• Planned System Expansions               <ul style="list-style-type: none"> <li>– Large-Scale Applications or Projects:                   <ul style="list-style-type: none"> <li>▪ Maxville Manor Expansion currently on-going                       <ul style="list-style-type: none"> <li>→ No current capacity issues</li> </ul> </li> <li>▪ Alexandria McDougald St West Subdivision                       <ul style="list-style-type: none"> <li>→ Estimated capacity needs or concerns?                           <ul style="list-style-type: none"> <li>➢ EVB had completed preliminary studies to ensure capacities needs are met (water)</li> </ul> </li> <li>→ Infrastructure development needs                           <ul style="list-style-type: none"> <li>➢ Plan is currently not approved                               <ul style="list-style-type: none"> <li>– 6mth timeframe between approval and earliest possible breaking ground on construction potential</li> <li>– phased construction based on contractor work plan estimates</li> <li>– Initial estimate is to start with 4 units</li> </ul> </li> <li>➢ Watermain installation is needed for subdivision needs                               <ul style="list-style-type: none"> <li>– management would be handed over to Township</li> <li>– built in possibly 2 phases, to evaluate the best way forward</li> </ul> </li> </ul> </li> </ul> </li> <li>▪ Maxville Subdivision (North-West of Village)                       <ul style="list-style-type: none"> <li>→ System expansion required to meet servicing needs</li> <li>→ Project is stalled due to wastewater capacity issues</li> </ul> </li> </ul> </li> </ul> </li> </ul>

Discussion Item	Notes, Comments
	<p>➤ may be future project, but limited to no movement</p>
<p><b>4. Growth</b></p>	<ul style="list-style-type: none"> <li>▪ IHA Alexandria Subdivision               <ul style="list-style-type: none"> <li>→ project has reverted to design phase, as project was taken over by new developer with more experience</li> <li>→ project is dependent on grant funding (sewage system) and plan approval through Departments based on normal process reviews</li> <li>→ planned multi-phase development, phase 1 estimated construction estimated for 160 units</li> <li>→ Estimated earliest construction would be 2yrs+ (2027)</li> </ul> </li> <li>▪ East Boundary Subdivision Multi-Phase Project               <ul style="list-style-type: none"> <li>→ no progress, action or movement on the next phase</li> <li>→ Issues on owner side through approval requirements (MECP &amp; Twp)</li> </ul> </li> <li>• Known Limiting Factors               <ul style="list-style-type: none"> <li>– Lack of industry and opportunity for growth to draw in population (Alx/Max/Gln)</li> <li>– Exclusion from connection to transmission main due to residual degradation (Alx/Max)</li> <li>– Wastewater system capacity issues (Alx/Max)</li> <li>– Lack of system redundancy/storage (Gln)</li> </ul> </li> <li>• Maxville Water               <ul style="list-style-type: none"> <li>– 29 residences not currently metered                   <ul style="list-style-type: none"> <li>▪ Listing provided to Building Dept</li> <li>▪ 16 exemptions not included non-meter total</li> </ul> </li> </ul> </li> <li>• Growth Tools/Mechanisms/Processes               <ul style="list-style-type: none"> <li>– SDG Construction Specs Standard (Draft)</li> <li>– EVB uncommitted reserve mapping                   <ul style="list-style-type: none"> <li>▪ EVB System Modelling (Water &amp; Sewer) discussed above</li> </ul> </li> <li>– DWS 10yrs Capital Plan (process assessment vs capital plan)</li> </ul> </li> </ul>
<p><b>5. Previous Outcomes from last Infrastructure Provision Review</b></p>	<ul style="list-style-type: none"> <li>• Last Review Date: August 2023</li> <li>• No shortfalls identified in Alx &amp; Gln DWS systems</li> <li>• No major or new risks identified</li> <li>• No imminent expansion or infrastructure growth planned</li> <li>• No significant growth forecast identified</li> <li>• Maintenance programs and provisions are covered through operational budgets</li> <li>• Minor concerns identified               <ul style="list-style-type: none"> <li>– Most items identified on operations side have been rectified</li> <li>– Growth Development documentation work is still on-going</li> </ul> </li> </ul>

Discussion Item	Notes, Comments
<p><b>6. Previous Outcomes from last Infrastructure and Maintenance Review</b></p>	<ul style="list-style-type: none"> <li>• Last Review Date: July 2024</li> <li>• Programs intact and operating as per design</li> <li>• Work Delegation issue have been corrected</li> <li>• Documentation issue</li> <li>• Outstanding Issues               <ul style="list-style-type: none"> <li>– Alx: proactive equipment indexing and replacement planning</li> <li>– Alx: elevated water loss</li> <li>– Alx: open defective equipment                   <ul style="list-style-type: none"> <li>▪ Billing issues identified                       <ul style="list-style-type: none"> <li>→ Dean/Roch to follow up on invoices from Denis Lepin</li> </ul> </li> </ul> </li> <li>– Gln: well casing mineral deposits (historical issues)                   <ul style="list-style-type: none"> <li>▪ Work to be incorporated into building expansion work</li> </ul> </li> <li>– Gln: NaCl<sub>2</sub> pump intermittent operational issues                   <ul style="list-style-type: none"> <li>▪ issues not as frequent and more intermittent</li> <li>▪ to look into if budget item is required</li> </ul> </li> </ul> </li> </ul>
<p><b>7. New regulatory requirements</b></p>	<ul style="list-style-type: none"> <li>• Source Protection               <ul style="list-style-type: none"> <li>– road salt storage</li> </ul> </li> <li>• Drinking Water               <ul style="list-style-type: none"> <li>– no changes to regulations</li> <li>– no changes to procedures or guidelines</li> <li>– Gln PTTW Renewal (Mar 2025) &amp; MDWL Renewal (Sep 2025)</li> </ul> </li> <li>• Operator Renewal               <ul style="list-style-type: none"> <li>– Renewals: Dean WWC &amp; Roch WD</li> <li>– 12 Potential Upgrades (OIT to Class 1: Aaron, Patrick, Randall)</li> </ul> </li> <li>• Health &amp; Safety               <ul style="list-style-type: none"> <li>– 2022 new Book 7 (traffic control)</li> <li>– 2023 new OHS update                   <ul style="list-style-type: none"> <li>▪ All books replaced</li> </ul> </li> </ul> </li> <li>• Internal Policies               <ul style="list-style-type: none"> <li>– Fee &amp; Charges Bylaw 03-2024</li> </ul> </li> </ul>
<p><b>8. Compliance inspection reports</b></p>	<ul style="list-style-type: none"> <li>• MECP Compliance Inspection: Alx DWS               <ul style="list-style-type: none"> <li>– 2024:                   <ul style="list-style-type: none"> <li>▪ On-site Aug 21</li> <li>▪ no report to date                       <ul style="list-style-type: none"> <li>→ discussed items that were followed up on and potential issues discovered</li> </ul> </li> </ul> </li> </ul> </li> <li>• MECP Compliance Inspection: Gln DWS               <ul style="list-style-type: none"> <li>– 2024:                   <ul style="list-style-type: none"> <li>▪ On-site Inspection: Aug 21</li> <li>▪ no report to date                       <ul style="list-style-type: none"> <li>→ discussed items that were followed up on and potential issues discovered</li> </ul> </li> </ul> </li> </ul> </li> <li>• QMS System Audit: Alx &amp; Gln DWS               <ul style="list-style-type: none"> <li>– 2024                   <ul style="list-style-type: none"> <li>▪ Internal: on-site completed, 2 minor non-conformances which have been dealt with</li> <li>▪ External: surveillance audit, scheduled Nov 4, documentation to be sent to auditor</li> </ul> </li> </ul> </li> </ul>

Discussion Item	Notes, Comments
<p>9. Flow data and trends</p>	<p><b>Alx Raw Water</b></p> <ul style="list-style-type: none"> <li>• Flows: <ul style="list-style-type: none"> <li>– Currently at 34.9% of rated capacity</li> <li>– No shortfalls noted</li> </ul> </li> <li>• Quality: <ul style="list-style-type: none"> <li>– Algae bloom monitoring in place, less observed due to environmental factors</li> </ul> </li> <li>• Treatment: <ul style="list-style-type: none"> <li>– processes in place are sufficient to treat current conditions</li> <li>– no forecasted major development or increase in distribution demand</li> </ul> </li> </ul> <p><b>Alx Treated Water</b></p> <ul style="list-style-type: none"> <li>• Flows: <ul style="list-style-type: none"> <li>– Currently at 22.0% of rated capacity</li> <li>– No shortfalls noted</li> </ul> </li> <li>• Quality: <ul style="list-style-type: none"> <li>– Noted turbidity increase in May <ul style="list-style-type: none"> <li>▪ noticeable difference between handheld and analyzer readings discussed operation options to better monitor real-time values</li> </ul> </li> <li>– Seasonal fluctuations appear to be within normal ranges</li> </ul> </li> <li>• Treatment: <ul style="list-style-type: none"> <li>– Processes in place are sufficient to treat current conditions <ul style="list-style-type: none"> <li>▪ noted increase turbidity starting in May, as such visible increase in chlorine dosing to compensate to maintain residuals</li> <li>▪ minor decrease in treatment efficiencies for organic carbon</li> <li>▪ increase in treated alkalinity, but no impact to treatment process</li> </ul> </li> </ul> </li> </ul> <p><b>Alx Distribution Water</b></p> <ul style="list-style-type: none"> <li>• Flows: <ul style="list-style-type: none"> <li>– values similar to 2023 values, in Alexandria</li> <li>– values slightly increased from year to year in Maxville, which is to be expected</li> </ul> </li> <li>• Quality: <ul style="list-style-type: none"> <li>– Combined chlorine residuals are being maintained better and dosing adjustments are being monitored more closely</li> <li>– Turbidity values are still well below aesthetic values, trending increase noted which follows the trending observed through the treatment process</li> <li>– Dead end monitoring still being completed intermittently, but Aug-Sep checks became more regularly completed</li> </ul> </li> <li>• Water Loss: <ul style="list-style-type: none"> <li>– 2023 was not completed, cause by information request at the wrong time of the year</li> <li>– 2024 target will be in Jan/Feb to ensure information is available, as per billing clerk</li> </ul> </li> </ul>

Discussion Item	Notes, Comments
<p><b>9. Flow data and trends</b></p>	<p><b>Gln Raw/Treated Water</b></p> <ul style="list-style-type: none"> <li>• Flows: <ul style="list-style-type: none"> <li>– No concerns for quantity shortfalls</li> <li>– Overall flows have decreased by 1.4%</li> </ul> </li> <li>• Quality: <ul style="list-style-type: none"> <li>– No significant changes to note in raw and treated water quality <ul style="list-style-type: none"> <li>▪ all values within normal operating ranges</li> <li>▪ all values well below all compliance and or conformance limits</li> <li>▪ minor fluctuations noted <ul style="list-style-type: none"> <li>→ pH and potential treatment impacts</li> </ul> </li> </ul> </li> </ul> </li> <li>• Treatment: <ul style="list-style-type: none"> <li>– All processes in place and operating <ul style="list-style-type: none"> <li>▪ no treatment shortfalls identified</li> </ul> </li> <li>– Minor to Moderate issue with NaCl2 Pump operation <ul style="list-style-type: none"> <li>▪ issues are still intermittent, had reduced Apr through Jun</li> </ul> </li> </ul> </li> </ul> <p><b>Gln Distribution Water</b></p> <ul style="list-style-type: none"> <li>• Flows: <ul style="list-style-type: none"> <li>– Consistent with normally observed values</li> </ul> </li> <li>• Quality: <ul style="list-style-type: none"> <li>– Chlorine residuals have improved</li> </ul> </li> <li>• Water Loss: <ul style="list-style-type: none"> <li>– Values are very low, Jun/Jul &amp; Aug/Sep, possibly because flushing was not included.</li> </ul> </li> </ul>
<p><b>10. Risk Assessment</b></p>	<p>Annual Tabletop</p> <ul style="list-style-type: none"> <li>• Alexandria <ul style="list-style-type: none"> <li>– completed Sep 2024</li> <li>– no new or increased risks identified, <ul style="list-style-type: none"> <li>▪ current risk assessment still applicable</li> </ul> </li> </ul> </li> <li>• Glen Robertson <ul style="list-style-type: none"> <li>– completed Sep 2024</li> <li>– no new or increased risks identified, <ul style="list-style-type: none"> <li>▪ current risk assessment still applicable</li> </ul> </li> </ul> </li> </ul> <p>36mth System Review</p> <ul style="list-style-type: none"> <li>• Next scheduled 36mth Risk Assessment: 2025 <ul style="list-style-type: none"> <li>– Alx: November</li> <li>– Gln: March</li> </ul> </li> </ul>
<p><b>11. Action Items</b></p>	<ul style="list-style-type: none"> <li>• Equipment Deficiencies <ul style="list-style-type: none"> <li>– Coagulant Tank and Valves</li> <li>– Defective Valves (V809, V911, V941)</li> <li>– Leaking Actuator (LLP210)</li> </ul> </li> <li>• Asset Management <ul style="list-style-type: none"> <li>– 10yrs Capital Plan or System Assessment</li> <li>– Asset Management plan <ul style="list-style-type: none"> <li>▪ in place but not current to standard, have discussed with Zoe</li> <li>▪ plan was written from financial perspective</li> <li>▪ work required to update and ensure currency is reflective to actual system and future planning</li> </ul> </li> </ul> </li> </ul>

Discussion Item	Notes, Comments
<p><b>11. Action Items</b></p>	<ul style="list-style-type: none"> <li>• Documentation Shortfalls               <ul style="list-style-type: none"> <li>– OM Manuals                   <ul style="list-style-type: none"> <li>▪ minor updates required based on equipment changes</li> </ul> </li> <li>– SOPs                   <ul style="list-style-type: none"> <li>▪ Angela to delegate some work on to operational staff to help complete outstanding items</li> </ul> </li> </ul> </li> <li>• Bylaws               <ul style="list-style-type: none"> <li>– Hydrant Use Bylaw (BMP)</li> <li>– Backflow Devices (BMP)</li> <li>– Large Construction Bylaw                   <ul style="list-style-type: none"> <li>▪ Application/Design Standards are covers through draft subdivision manual</li> <li>▪ ensure that on-site construction follows requirements through                       <ul style="list-style-type: none"> <li>→ DWWP 181-201 (Alx/Max) or DWWP 181-202 (Gln), Sch B- s3.0</li> <li>→ MDWL 181-101 (Alx/Max) or MDWL 181-102 (Gln), Sch B- s14</li> <li>→ MECP Watermain Design Criteria for Future Alterations Authorized Under a Drinking Water Works Permit</li> <li>→ MECP Watermain Disinfection Procedure, s1.1 &amp; s3.1</li> <li>→ Completed MECP Form 1-Record of Watermain Authorized as Future Alterations</li> </ul> </li> </ul> </li> </ul> </li> </ul>
<p><b>12. Staff input</b></p>	<p>2025 Budget Requests</p> <ul style="list-style-type: none"> <li>• Operational               <ul style="list-style-type: none"> <li>– SCADA Computer Upgrade                   <ul style="list-style-type: none"> <li>▪ Windows 10 no longer supported</li> <li>▪ Target Feb-Mar (as per Capital Control)</li> </ul> </li> <li>– Filter GAC Testing/Replacement                   <ul style="list-style-type: none"> <li>▪ 2025 Media will be 5yrs old</li> <li>▪ Possible cause for elevated THM/HAA in Dist</li> </ul> </li> <li>– Gln PTTW Renewal</li> <li>– MDWL Renewal                   <ul style="list-style-type: none"> <li>▪ Alx DWS &amp; Gln DWS</li> </ul> </li> <li>– Ops Certification                   <ul style="list-style-type: none"> <li>▪ Renewal: Class 3 (Sep)</li> <li>▪ Possible Upgrade: 3 OIT Upgrades per system (WTP/DIS)</li> </ul> </li> <li>– Addition: Water Meter Exchange Program                   <ul style="list-style-type: none"> <li>▪ difficult access areas left on residential side</li> <li>▪ to incorporate budget allowance to get work competed</li> <li>▪ listing of locations must be generated for contractor</li> </ul> </li> </ul> </li> <li>• 2022 Asset Management Plan               <ul style="list-style-type: none"> <li>– Review information in current plan                   <ul style="list-style-type: none"> <li>▪ suggested to look into reformatting areas to ensure currency</li> <li>▪ suggested to adjust 10yr Capital Planning Schedule to make it more relevant instead of using Capital Budget Items</li> </ul> </li> </ul> </li> <li>• Capital               <ul style="list-style-type: none"> <li>– Alx Tower Inspection (\$4500)</li> <li>– SCADA upgrades,                   <ul style="list-style-type: none"> <li>▪ as describe above under SCADA Computer Upgrades</li> </ul> </li> <li>– Detail Design for Future Planning</li> <li>– Instrumentation and Construction (pre-planning)</li> </ul> </li> </ul>

Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> <li>• Other Future Planning Ideas               <ul style="list-style-type: none"> <li>– Water Tower                   <ul style="list-style-type: none"> <li>▪ 5yrs: Internal ROV                       <ul style="list-style-type: none"> <li>→ 2025: ALX</li> <li>→ 2027: MAX</li> </ul> </li> <li>▪ 20yrs: Internal/External Liner                       <ul style="list-style-type: none"> <li>→ 2031: ALX</li> <li>→ 2041: MAX</li> <li>→ Concern for storage if tower needs to be taken out of service, could take up to 2 years for all application approval, if required</li> </ul> </li> </ul> </li> <li>– Water Meters                   <ul style="list-style-type: none"> <li>▪ 15-20yrs: Battery Life                       <ul style="list-style-type: none"> <li>→ 2026-2031: ALX</li> <li>→ 2036-2041: MAX</li> <li>→ 2037-2042: GLN</li> </ul> </li> </ul> </li> <li>– Well Maintenance                   <ul style="list-style-type: none"> <li>▪ 10yrs: Internal CCTV Inspection                       <ul style="list-style-type: none"> <li>→ 2028: Gln</li> </ul> </li> </ul> </li> <li>– Other Items to Consider                   <ul style="list-style-type: none"> <li>▪ HLP Maintenance                       <ul style="list-style-type: none"> <li>→ 2-year schedule</li> </ul> </li> <li>▪ Watermain Upgrade or Cleaning                       <ul style="list-style-type: none"> <li>→ 4" replacement</li> <li>→ Main scouring</li> </ul> </li> </ul> </li> </ul> </li> </ul>
<p><b>13. Questions or Concerns</b></p>	<p>Discussion</p> <ul style="list-style-type: none"> <li>-No concerns or questions on content</li> <li>-Main St Re-Development Project               <ul style="list-style-type: none"> <li>– carry over from previous year due to project delays and change to overseeing consultant</li> <li>– area to cover street between Cnty Rd10 to Cnty Rd 43</li> </ul> </li> <li>-Discussed remaining unused budget               <ul style="list-style-type: none"> <li>– to verify and touch based where expenditures can be used</li> <li>– discussed issues with 2024 budget shortfalls due to finance staff change over</li> <li>– work to better strengthen future planning and work targeting as well as equipment indexing and input into CityWide</li> </ul> </li> </ul>
<p><b>Other Notes</b></p>	





## STAFF REPORT TO THE COMMITTEE OF THE WHOLE

Report No: PW-2024-32

November 20, 2024

From: Timothy Wright Director of Public Works

RE: 3rd Quarter Public Works Update

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### Recommended Motion:

THAT the Committee of the Whole receives report PW-2024-32 3<sup>rd</sup> Quarter Public Works Update for informational purposes only.

### Background / Analysis:

## Roads

**Staff** – The Roads Department has hired one operator this year as a temporary replacement for another employee who remains on sick leave.

**Crack sealing** - The crack sealing machine has been heavily used both in Alexandria and on country roads this year in line with the maintenance strategy for hard surface roads. The previous years' work has also held up to a much better standard than of the companies that were performing the work before. Staff have also undertaken work for SDG Counties on County Road 22. With the success of that work, staff are expected to rent out the machine and services more frequently in 2025 assuming there is enough staffing.

**Hot Mix** – 13 kilometer of hot mix work was completed successfully on Dornie Road, Marcoux Road, McCormick Road and Skye Road this year resulting in a 13 kilometer reduction in difficult to maintain LCB surfaces. Combined with taking a kilometer and a half back to gravel there is only 55 kilometers of LCB roads left to convert to the more sustainable and maintainable HCB mix. Centre line painting cost was much more due to the large quantity of roads that were paved this year and the 2025 budget will reflect the desired edge lines that will help keep the roads optimal and in safer condition by signposting the more fragile road edges.

**Lochiel Roof** – The Lochiel Roof has been replaced and is in good condition, The remaining section on the extension will need to be replaced in the coming years.

**Fleet** – A major maintenance cycle has been completed on the excavator. Two new snow plows were received and staff will be disposing of Unit 72 (1999 tandem), the pumper truck and Unit 22 (2004 Tandem) in short order. The transmission on Unit 72 is still in good condition, so staff are going to take that transmission and swap it with unit 35s transmission that is skipping gears and replace the clutch in that unit. We have made a deal to swap the labour cost for the transmission swap with the pumper truck. The slip in water tank procured last year has been incredibly valuable for the roads department this year and is the main factor contributing to a better overall gravel road performance. The 2025 budget adds provision to purchase one more slip in tank so we can provide good coverage over the township and also do tasks like sidewalk washing which is currently being done by the pumper truck being retired.

**Roadside mowing** - The new roadside ditch mowers purchased jointly with the County have been an incredible boon to operations with mowing operations that previously took half a season to complete only taking a week. There is a higher operational cost to replacing parts, but the repairs require no special skills or equipment, and we are able to do it in house. The time saving is well worth the time saved on manpower and tractor runtime.

**SUVs** - The small SUVs along with the 2024 replacement trucks have had a very positive impact on the fuel budget for 2024 however this is hard to discern from the lower quantity of snow received and generally lower gas prices from the previous period

**Permit system** - Public works has implemented the Transnomis permit central system. This system has reduced administration costs, and the system has paid for itself through permit fees. Rogers has contacted the Township about putting broadband infrastructure in to be active for 2025. This permit system will be critical to deal with the high demand expected from their submissions.

**Bridges** – Bishop st and Dominion St Bridges are nearing completion. With Bishop St complete and open to traffic. Dominion St's structure and associated sidewalks have been completed with only the Architectural handrails left to complete. HP Engineering is working on the detailed design and tender documentation for the 2025 replacement of Centre St bridge

**Signage** – In 2023 Roughly 40% of the Township's signage had been found to have failed the retro reflectivity inspections (RRI). This year with the replacements completed only 17% of the Townships signage remains defective with only the less critical categories of signs needing replacement – for example neighborhood watch signs. Critical signs such as stop signs have been replaced and have passed the RRI.

**Pedestrian Crossings** – Pedestrian Crossings have been installed on main St in front of Glengarry District High School and on MacDonald.

**Stormwater System ECA** - New provincial requirements have the Township completing a environmental compliance approval for stormwater. In a joint tender with the County, the

Township engaged a contractor to do investigative works of our system that could then be provided to a consultant to help us develop a hydraulic model and 10 year capital and operations plan. We are still awaiting the results of the investigation.

## Water and sewer

**Staff** - Unfortunately, we have had two staff members leave but have also picked up two more. The new hires are showing talent and enthusiasm but still need to be trained up.

**Fleet** - Waterworks has benefited from a new work truck this year that has shown has reduced overall operating costs of the small waterworks fleet. We have found that we need one more vehicle to be able to move staff to where they are needed and this will be reflected in the 2025 budget

**Master Plans** - Public Works has been continuously meeting with EVB who have successfully created a water and sewer hydraulic model.

**Dominion St Work** - Water Works completed the Dominion St watermain replacement this year, currently is it projected to come in around 40k under budget however we are still awaiting the variable AC price for the asphalt reinstatement. Several fire hydrants were replaced at the same time as the project along with the replacement of many lateral sewer lines.

**Process Equipment** – Some Chlorinators and miscellaneous process equipment were replaced in the water treatment plant in line with their lifecycle maintenance. The team is starting to look at the lifecycle replacements of critical components such as the main lift pumps to ensure that we never have any major breakdowns

## Landfill

**RWM update** - Public Works participated in the regional waste management group meeting. The coordination between the groups is helping and we have been talking communications for the upcoming switch to producer responsibility in 2025. There are several communications that will be put out on a county level to inform residents as to the change that will support the Townships own messaging

**Landfill Sampling monitoring, capacity and closures-** Landfill sampling and monitoring continues with services. The Landfill closure cost report that came through last year estimated \$720,000 of anticipated costs for procuring final landfill cover for the Alexandria waste disposal site so Public Works have been working on procuring landfill cover through our municipal partners. We are projecting that we will be able to reduce this cost by up to 90% depending on what projects take place in the region and what deals can be struck to procure clean material for cover.

**Garbage Collection Contract** – In 2023 public works successfully tendered a new collection contract with HGC management. While the reception from the public has been less than desirable the overall effect on the landfill budget has been very good with the township only spending just over 100k on landfill disposal fees so far this year including October's numbers. For comparison 2021s values were \$186,197 and 2022s was \$172,590 at year end. This puts us on track to only spend 120k this year (50k under budget) for Landfill tipping fees at GFL. Please note none of the changes for a new rate with GFL has taken effect yet and so all of these savings are not due to that change.

## RARE

**RARE** is closing as of December 31<sup>st</sup> 2024. All staff have been given advanced notice and plans are being made to convert the building into a public works garage and storage facility. In 2023/2024 the single stream sorting equipment was removed, and the area was used to store materials for the parks, roads and water departments as well as some community organizations.

Communications have been posted on social media sites informing residents of the change and letters have been sent to business owners informing them that they can no longer utilize the recycling depot to process their materials for free. Unfortunately, each institution, commercial operation and industrial facility will need to make their own arrangements in 2025.

Hazardous waste day is still projected to take place at this facility in 2025 but no other recycling activities including electronic waste can take place at the facility while it is not staffed. It is projected that public works and storage operations will not be able to be fully consolidated at the facility until the summer of 2025 as some of the operations necessary for the conversion can only take place in warm weather. Once operations have been consolidated at the facility we can look at introducing electronic waste depot type operations back to the facility.

**2025 Recycling Calendar** The township has entered into an agreement with CMO to integrate recycling information into our calendar for 2025 to provide a convenient source of information for residents in 2025. This includes the correct details for residents to have complaints about garbage and recycling taken care of by calling the respective collection agency, either Emterra for recycling or HGC for garbage.

### **GARBAGE – HGC Management**

613 933 0202

[kparisien@hgcmangement.ca](mailto:kparisien@hgcmangement.ca)

### **RECYCLING – Emterra**

1-888-597-1541

[customercareont@emterra.ca](mailto:customercareont@emterra.ca)

WEBSITE: [North Glengarry - Circular Materials](#)

### **Alternatives:**

N/A

### **Financial Implications:**

N/A

### **Attachments & Relevant Legislation:**

2025 Recycling Calendar

### **Others Consulted:**

Public Works Staff

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk

## GARBAGE AND RECYCLING CALENDAR

Garbage is picked up weekly alongside your recycling. / Les ordures sont ramassées chaque en même temps que votre recyclage.

## CALENDRIER D'ORDURES ET RECYCLAGE

### JANUARY / JANVIER

MO	TU	WE	TH	FR	SA	SU
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### FEBRUARY / FÉVRIER

MO	TU	WE	TH	FR	SA	SU
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

### MARCH / MARS

MO	TU	WE	TH	FR	SA	SU
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### APRIL / AVRIL

LUN	MAR	MER	JEU	VEN	SAM	DIM
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

### MAY / MAI

LUN	MAR	MER	JEU	VEN	SAM	DIM
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### JUNE / JUIN

LUN	MAR	MER	JEU	VEN	SAM	DIM
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### JULY / JUILLET

MO	TU	WE	TH	FR	SA	SU
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### AUGUST / AOÛT

MO	TU	WE	TH	FR	SA	SU
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### SEPTEMBER / SEPTEMBRE

MO	TU	WE	TH	FR	SA	SU
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### OCTOBER / OCTOBRE

LUN	MAR	MER	JEU	VEN	SAM	DIM
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### NOVEMBER / NOVEMBRE

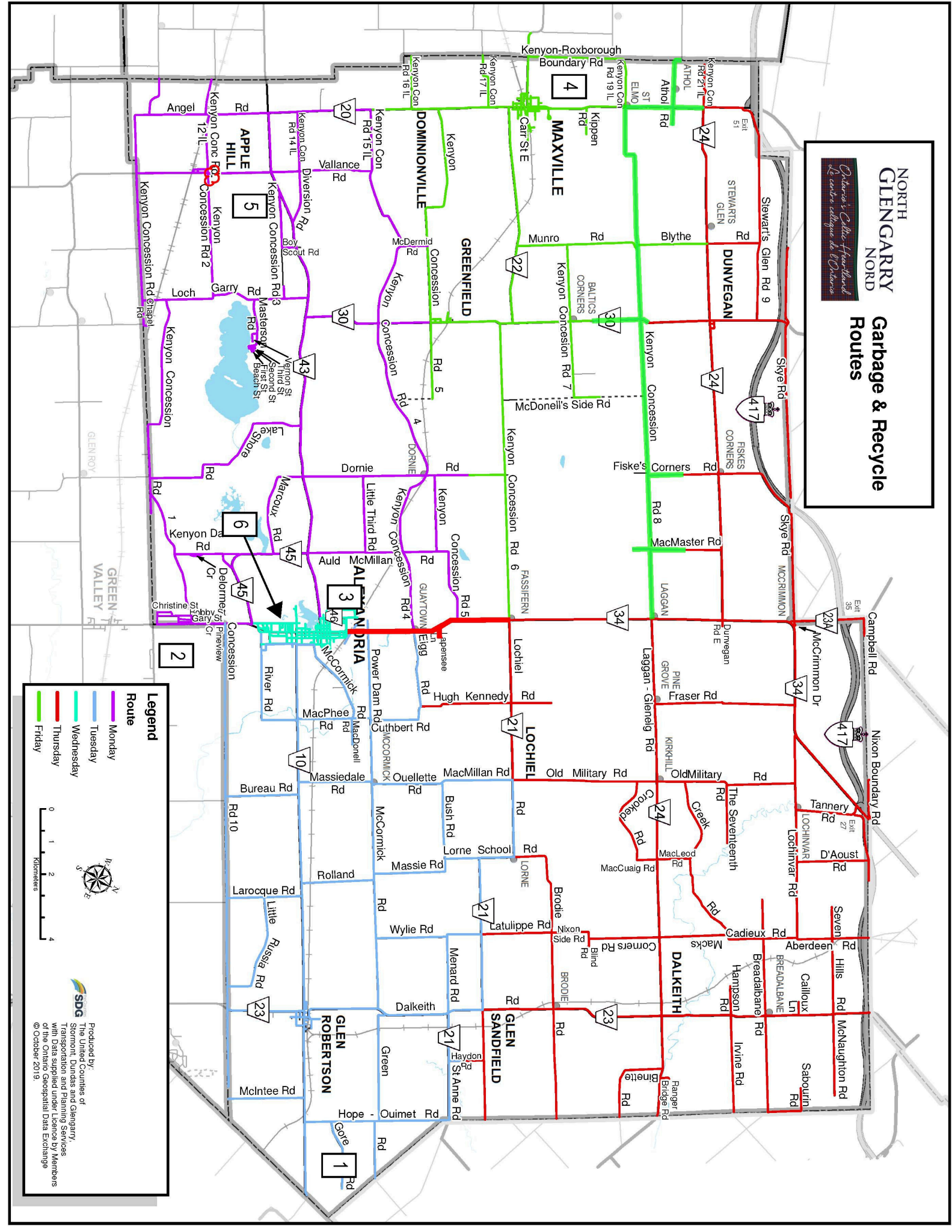
LUN	MAR	MER	JEU	VEN	SAM	DIM
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### DECEMBER / DÉCEMBRE

LUN	MAR	MER	JEU	VEN	SAM	DIM
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**NORTH GLENGARRY NORD**  
**Garbage & Recycle Routes**

*Ontario's Capital of the Heartland  
 A world village in Ontario*



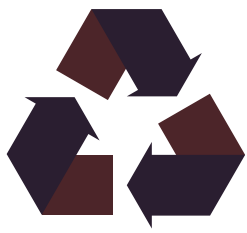
**Legend**

Route

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday



Produced by:  
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 Transportation and Planning Services  
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# ADDITIONAL INFORMATION

# 2025

## INFORMATION ADDITIONNELLE



### ELECTRONIC WASTE

Electronic waste drop-off at:  
Best Buy, Tollgate Rd, Cornwall  
Staples, Cornwall  
Staples, Hawkesbury

Electronic waste pick up can be booked through  
<https://recyclemyelectronics.ca/>.

### DECHETS ELECTRONIQUES

Battery recycling locations can be found at  
<https://www.call2recycle.org/locator/>



The City of Cornwall also has recycling and waste disposal programs available. Learn more at  
<https://www.cornwall.ca/en/live-here/special-programs.aspx>

### IMPORTANT DATES



LEAF & YARD WASTE  
MAY 5  
NOVEMBER 3



HAZARDOUS WASTE  
APRIL 26



PITCH IN WEEK  
WEEK OF APRIL 21



EARTH DAY  
APRIL 22

### EVENTMENTS SPECIAUX

### LANDFILL

Located at 3485 County Rd 23, Glen Robertson. Proof of residency in North Glengarry required.

SUMMER HOURS May 1 - October 31  
Wednesday, Friday and Saturday

WINTER HOURS November 1 - April 30  
Wednesday and Saturday

8am - 4pm

For inquiries: 613-525-3087

### STAY INFORMED – RESTEZ INFORMÉ

Stay up to date with Voyent Alert on service disruptions, road closures and community events. If you notice issues with your collections, you can notify us through our digital system, Access E-11.

Restez informé avec Voyent Alert des interruptions de service, des fermetures de routes et des événements communautaires. Vous pouvez aussi utiliser notre plateforme numérique Access E-11 afin de nous aviser d'un problème avec votre collecte.



[www.northglengarry.ca](http://www.northglengarry.ca)

NORTH  
GLENGARRY  
NORD

*Ontario's Celtic Heartland  
Le centre celtique de l'Ontario*



## Draft 2025 Budget Discussion

A DRAFT copy of the 2025 budget was reviewed and discussed. It will be formally approved by the Board during November's Board meeting, and will be brought forward for County Council's review and approval on December 3rd.



Proposed implementations for the 2025 fiscal year include:

- All branches to be outfitted with the Square Terminal.
- New branch furniture planned in Maxville and Chesterville.
- Two (2) new databases: cloudLibrary Comics and cloudLibrary Biblio +.
- Program budget to support SDG Reads 2025, TD SRC, volunteer appreciation, branch programs, march break, maker month, film day, and holiday events.
- Improved signage at our branches.
- Implementation of Niche Academy.

## Friends of the Library Policy

The "Friends of the SDG Library group (Friends group)" is a formally established, independent, organization with its own executive committee, constitution and bank account(s). They are made up of volunteers with a common interest in supporting library goals and activities and serve as the as "connecting links" between the Library and the community.

The "Friends of the Library" policy was reviewed and approved by the Board.

Current friends of the Library groups include:

- Chrysler Friends of the Library
- Ingleside Friends of the Library
- Long Sault Friends of the Library
- South Mountain Friends of the Library
- Williamsburg Friends of the Library

### Key Objectives of Friends of the Library Groups

Advocate and promote library services and literacy in their communities

Establish closer ties between the SDG Library and its community

Assist, support and further the goals of SDG Library



## Ongoing Community Outreach

SDG Library continues to provide outreach services to long-term care, hospice, and retirement facilities. SDG Library staff visit a number of locations monthly, spending time with residents, reading to them or providing assistance with Library e-resources.

The SDG Library currently partners in eight (8) service locations across SDG Counties and is consistently exploring further partnership opportunities.

Library visits are well received by the facility residents and promote a number of health benefits



Mental Stimulation



Social Engagement



Emotional Well-Being

**CORPORATION OF THE  
TOWNSHIP OF NORTH GLENGARRY**

**Council Meeting**

**Resolution #**

**Date:** October 28, 2024

---

**Moved By:** Carma Williams

**Seconded By:** Jamie MacDonald

**WHEREAS** the assessment cycle is an essential process for maintaining the fairness and predictability of property taxes in our province and;

**WHEREAS** the pause in the reassessment cycle has created uncertainty and instability in property taxation, impacting both residential and commercial property owners and;

**WHEREAS** the government has delayed an assessment update again in 2024, resulting in Ontario's municipalities continuing to calculate property taxes using 2016 property values and;

**WHEREAS** both current and outdated assessments are inaccurate, increase volatility, and are not transparent and;

**WHEREAS** frequent and accurate reassessments are necessary to stabilize property taxes and provide predictability for property owners, residents, and businesses alike and;

**WHEREAS** the staff at the Municipal Property Assessment Corporation would benefit from further skills enhancement and training in assessments, recognizing the importance of ensuring accurate evaluations for 100% of our municipality and;

**WHEREAS** the Government has announced a review of the property assessment and taxation system with a focus on fairness, equity, and economic competitiveness, and therefore further deferring new property assessment and;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of North Glengarry hereby calls upon the Premier to promptly resume the assessment cycle to ensure the stability and predictability of property taxes while the Government conducts its review of the property assessment and taxation system, or respond with an alternative method for every municipality in Ontario to achieve fair taxation and;

**CORPORATION OF THE  
TOWNSHIP OF NORTH GLENGARRY**

**Council Meeting**

**Resolution #**

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**FURTHERMORE, THAT** all Municipalities in Ontario and their constituents are encouraged to apply pressure to the Premier, daily, weekly, and monthly, to resolve the situation before it causes undue stress to everyone in the Municipality and;

**FINALLY RESOLVED THAT** a copy of this resolution be forwarded to the Premier Doug Ford, the Association of Municipality in Ontario, the Rural Ontario Municipalities Association, the Federation of Northern Ontario Municipalities, the Municipal Property Assessment Corporation, and all municipalities in Ontario for their consideration, to make proper changes as quickly and efficiently as possible.

**CARRIED**

**DEFEATED**

**DEFERRED**

---

**MAYOR / DEPUTY MAYOR**

	<b>YEA</b>	<b>NEA</b>
<b>Deputy Mayor:</b> Carma Williams	_____	_____
<b>Councillor:</b> Jacques Massie	_____	_____
<b>Councillor:</b> Brian Caddell	_____	_____
<b>Councillor:</b> Jeff Manley	_____	_____
<b>Councillor:</b> Michael Madden	_____	_____
<b>Councillor:</b> Gary Martin	_____	_____
<b>Mayor:</b> Jamie MacDonald	_____	_____